

LVCH016521 (TAA06BJ4)



Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	4-SPEECH OR PRESENTATION
Document Type	Local Voucher	Travel Dates	08/21/2018 - 08/28/2018
Type Code	LOCAL	Trip Name	MEGA Symposium Keynote Address in Baltimore
Organization	EPAOAR27AA	Currency	USD
Total Cost	89.22		
Current Status	PAID	Document Details	MEGA Symposium Keynote Address in Baltimore
Next Status			

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	(b) (6)	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.MANDY@EPA.GOV

Trip Details

Document Totals

Total Expenses	89.22	Advance Requested	0.00
Reimbursable Expenses	89.22	Net to Traveler	82.42
Non-Reimbursable Expenses	0.00	Net to Government	0.00
		Pay to Charge Card	6.80

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Misc Expense	82.42	0.00
Transaction Fees	6.80	0.00
Total Expenses	89.22	0.00

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
08/21/2018	Car Service	Misc Expense	72.52	PERSONAL	
<i>Comment: Cab from speech in Baltimore to the USEPA in Washington, DC</i>					
08/21/2018	Car Service	Misc Expense	9.90	PERSONAL	
<i>Comment: Cab from Baltimore Train station to the speech</i>					
08/28/2018	Local Voucher Fee	Transaction Fees	6.80	GOVCC	
					Total Non-Per Diem Expenses 89.22
					Total Per Diem Expenses 0.00

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	18 CAAAC Travel	8IT.20182019.B.27A.000A97.ME2727CA.	GOVCC	6.80

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	18 CAAAC Travel	8IT.20182019.B.27A.000A97.ME2727CA.	PERSONAL	82.42

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	18 CAAAC Travel	8IT.20182019.B.27A.000A97.ME2727CA.	89.22

Totals by Payment Method

Payment Method	Amount
GOVCC	6.80
PERSONAL	82.42

Document History - 03/22/2023 Local Voucher: LVCH016521

Status	Date	Time	Signature Name	Comments
PAID	09/26/2018	7:07AMEST	One, EAI User	EAI Document Status Update WS
PENDING	09/24/2018	8:24AMEST	SYSUTILITY	EAI Voucher Submitted
VOUCHER APPROVED	09/24/2018	8:24AMEST	COX, ANGELA D	
CERTIFIED	09/18/2018	9:48AMEST	MIDDLETON, MONICA Annette	
ADJUSTED	09/18/2018	9:48AMEST	MIDDLETON, MONICA Annette	
AUTHORIZED	09/13/2018	1:35PMEST	SHAW, ELIZABETH A	
REVIEWED	09/13/2018	12:51PMEST	SPEIGHT, SADIE F	
SIGNED	09/13/2018	8:09AMEST	GUNASEKARA, AMANDA M	
PREPARED	08/28/2018	12:36PMEST	ATKINSON, EMILY E	
CREATED	08/28/2018	12:34PMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED_____
DATE**Document Signatures**

Traveler/Preparer
Name _____ Approver Name _____

Traveler/Preparer
Signature _____ Approver
Signature _____

Date _____ Date _____

Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	05/03/2017 - 05/04/2017
Type Code	INVITATIONAL DOMESTIC	Trip Name	Trip from Washington to Orlando
Organization	EPAAO11IO	Currency	USD
Total Cost	646.26		
Current Status	PAID	Per Diem Locations	ORLANDO, FL
Next Status		Document Details	Traveler will be attending and participating as a Speaker at the Eastern Fuel Buyers 2017.

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAAO11IO
TrID	(b) (6)	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.AMANDA@EPA.GOV

Trip Details

Document Information

Purpose Traveler will be attending and participating as a Speaker at the Eastern Fuel Buyers 2017.

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
05/03/17	05/04/17	ORLANDO, FL	2-INFORMATIONAL MEETING	114.00 / 59.00

Document Totals

Total Expenses	646.26	Advance Requested	0.00
Reimbursable Expenses	435.56	Net to Traveler	420.81
Non-Reimbursable Expenses	210.70	Net to Government	210.70

Pay to Charge Card 14.75

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	210.70	0.00
Hotel Tax	44.28	0.00
Lodging-PerDiem	214.72	0.00
M&IE-PerDiem	88.50	0.00
Misc Expense	73.31	0.00
Transaction Fees	14.75	0.00
Total Expenses	646.26	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	American Airlines	(b) (6)		176.40
COMM-CARR	American Airlines	(b) (6)		0.00

Trip Itinerary

From DCA-Washington, DC (USA) (National Apt) To MCO-Orlando, FL (USA) (IntL. Apt)

Air

Wednesday May 03, 2017

DCA-Washington, DC (USA) to MCO-Orlando, FL (USA) (I)

May 03 American Airlines 1741
 Orlando, FL (USA) (IntL. Apt) 05/03/2017 7:29PM
 Confirmation Number

Duration Unknown Nonstop
 Orlando, FL (USA) (IntL. Apt) 05/03/2017 7:29PM

Flight Information
 Distance 760 miles
 No Seat Assigned

Emissions 296.4 lbs of CO2
 Cost 176.40 USD

Thursday May 04, 2017

MCO-Orlando, FL (USA) (I to DCA-Washington, DC (USA))

May 04 American Airlines 2491
 Washington, DC (USA) (National Apt) 05/04/2017
 5:25PM
 Confirmation Number

Duration Unknown Nonstop
 Washington, DC (USA) (National Apt) 05/04/2017
 5:25PM

Flight Information
 Distance 760 miles
 No Seat Assigned

Emissions 296.4 lbs of CO2

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
05/02/2017	Travel Fee	Com. Carrier	34.30	CENTRAL BILL	
<i>Comment: LB ATRS Domestic w-Air-Rail</i>					
05/03/2017	Airline Flight	Com. Carrier	176.40	CENTRAL BILL	
05/03/2017	Hotel Tax (CONUS Only)	Hotel Tax	44.28	PERSONAL	
05/03/2017	Lodging	Lodging-PerDiem	214.72	PERSONAL	Yes
05/03/2017	M&IE	M&IE-PerDiem	44.25	PERSONAL	Yes
05/04/2017	M&IE	M&IE-PerDiem	44.25	PERSONAL	Yes
05/04/2017	Trans - Airport/Hotel	Misc Expense	73.31	PERSONAL	
05/31/2017	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	
Total Non-Per Diem Expenses 343.04					
Total Per Diem Expenses 303.22					

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
05/03/2017	114.00/ 59.00	214.72	214.72	44.25	44.25				
05/04/2017	114.00/ 59.00	0.00	0.00	44.25	44.25				
Total Per Diem Allowances									303.22

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAAO11IO	17 OA IO ACCOUNT	A7T.20172018.B.11A.ZZZME8.MN111100.	CENTRAL BILL	210.70
EPAAO11IO	17 OA IO ACCOUNT	A7T.20172018.B.11A.ZZZME8.MN111100.	GOVCC	14.75
EPAAO11IO	17 OA IO ACCOUNT	A7T.20172018.B.11A.ZZZME8.MN111100.	PERSONAL	420.81

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAAO11IO	17 OA IO ACCOUNT	A7T.20172018.B.11A.ZZZME8.MN111100.	646.26

Totals by Payment Method

Payment Method	Amount
CENTRAL BILL	210.70
GOVCC	14.75
PERSONAL	420.81

Document History - 03/22/2023 Vch: VCH141471

Status	Date	Time	Signature Name	Comments
PAID	06/07/2017	5:00AMEST	One, EAI User	EAI Document Status Update WS
PENDING	06/06/2017	3:00PMEST	One, EAI User	EAI Voucher Submitted
OFFSETTING OBLIGATED	06/06/2017	3:00PMEST	One, EAI User	EAI Document Status Update WS
PENDING	06/06/2017	12:14PMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	06/06/2017	12:14PMEST	TURNER, STEVE K	
AUTHORIZED	06/02/2017	11:17AMEST	REEDER, JOHN EDWARD	
SIGNED	05/31/2017	10:53AMEST	GUNASEKARA, AMANDA M	
PREPARED	05/31/2017	10:23AMEST	WILLIS, SHARNETT	
CREATED	05/31/2017	9:58AMEST	WILLIS, SHARNETT	

I certify that the electronic signatures listed above are valid and on file

SIGNED_____
DATE

Document Signatures

Traveler/Preparer Name _____	Approver Name _____
Traveler/Preparer Signature _____	Approver Signature _____
Date _____	Date _____

©Copyright 1989-2023 ConcurGov: SAP Concur



VCH145498 (TAA04J3M)

Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	06/05/2017 - 06/13/2017
Type Code	FOREIGN TRAVEL	Trip Name	Trip from Washington to Rome
Organization	EPAAO11IO	Currency	USD
Total Cost	4,549.78		
Current Status	PAID	Per Diem Locations	ROME, ITA
Next Status		Document Details	Traveler will be participating in the G-7 Environment Ministerial Meeting with the Administrator.

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAAO11IO
TrID	(b) (6)	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.AMANDA@EPA.GOV

Trip Details

Document Information

Purpose Traveler will be participating in the G-7 Environment Ministerial Meeting with the Administrator.

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
06/05/17	06/13/17	ROME, ITA	2-INFORMATIONAL MEETING	359.00 / 134.00

Document Totals

Total Expenses	4,549.78	Advance Requested	0.00
Reimbursable Expenses	4,549.78	Net to Traveler	606.62
Non-Reimbursable Expenses	0.00	Net to Government	0.00

Pay to Charge Card 3,943.16

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	2,046.18	0.00
Hotel Tax	20.22	0.00
Lodging-PerDiem	1,233.87	0.00
M&IE-PerDiem	1,139.00	0.00
Misc Expense	95.76	0.00
Transaction Fees	14.75	0.00
Total Expenses	4,549.78	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	Delta	(b) (6)		1,761.56
COMM-CARR	Delta	(b) (6)		0.00
COMM-CARR	Delta	(b) (6)		0.00
COMM-CARR	Delta	(b) (6)		0.00

Trip Itinerary

From DCA-Washington, DC (USA) (National Apt) To JFK-New York, NY (USA) (John F. Kennedy)

Air

Monday June 05, 2017

DCA-Washington, DC (USA) to JFK-New York, NY (USA) (

Jun 05 Delta 3433 Duration Unknown Nonstop
 New York, NY (USA) (John F. Kennedy Apt) 06/05/2017
 3:57PM New York, NY (USA) (John F. Kennedy Apt) 06/05/2017
 Confirmation Number 3:57PM

Flight Information Emissions 82.7 lbs of CO2
 Distance 212 miles Cost 1,761.56 USD
 No Seat Assigned

JFK-New York, NY (USA) (to FCO-Rome, Italy (Fiumicini

Jun 05 Delta 444 Duration Unknown Nonstop
 Rome, Italy (Fiumicino Apt) 06/05/2017 10:20AM
 Confirmation Number Rome, Italy (Fiumicino Apt) 06/05/2017 10:20AM

Flight Information Emissions 1662.6 lbs of CO2
 Distance 4263 miles Cost 1,761.56 USD
 No Seat Assigned

Tuesday June 13, 2017

FCO-Rome, Italy (Fiumicini to JFK-New York, NY (USA) (

Jun 13 Delta 445 Duration Unknown Nonstop
 New York, NY (USA) (John F. Kennedy Apt) 06/13/2017
 4:22PM New York, NY (USA) (John F. Kennedy Apt) 06/13/2017
 Confirmation Number 4:22PM

Flight Information Emissions 1662.6 lbs of CO2
 Distance 4263 miles Cost 1,761.56 USD
 No Seat Assigned

JFK-New York, NY (USA) (to IAD-Washington, DC (USA)

Jun 13 Delta 4153 Duration Unknown Nonstop
 Washington, DC (USA) (Dulles Apt) 06/13/2017 8:17PM
 Confirmation Number Washington, DC (USA) (Dulles Apt) 06/13/2017 8:17PM

Flight Information Emissions 88.5 lbs of CO2
 Distance 227 miles Cost 1,761.56 USD
 No Seat Assigned

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
05/29/2017	Travel Fee	Com. Carrier	39.90	GOVCC	
<i>Comment: LB ATRS Intl w-Air-Rail</i>					
06/05/2017	Airline Flight	Com. Carrier	1,761.56	GOVCC	
06/05/2017	Lodging	Lodging-PerDiem	0.00	GOVCC	Yes
06/05/2017	M&IE	M&IE-PerDiem	100.50	PERSONAL	Yes
06/05/2017	Currency Conversion Fees	Misc Expense	1.03	PERSONAL	
06/06/2017	Lodging	Lodging-PerDiem	0.00	GOVCC	Yes
06/06/2017	M&IE	M&IE-PerDiem	134.00	PERSONAL	Yes
06/06/2017	ATM Advance Fee	Misc Expense	6.26	PERSONAL	

Date	Description	Category	Cost	Pay Method	Per Diem
06/07/2017	Lodging	Lodging-PerDiem	359.00	GOVCC	Yes
06/07/2017	M&IE	M&IE-PerDiem	134.00	PERSONAL	Yes
06/07/2017	Currency Conversion Fees	Misc Expense	0.30	PERSONAL	
06/08/2017	Train	Com. Carrier	102.60	GOVCC	
06/08/2017	Hotel Tax (CONUS Only)	Hotel Tax	7.88	GOVCC	
06/08/2017	Lodging	Lodging-PerDiem	79.95	GOVCC	Yes
06/08/2017	M&IE	M&IE-PerDiem	134.00	PERSONAL	Yes
06/08/2017	Currency Conversion Fees	Misc Expense	4.04	PERSONAL	
06/09/2017	Lodging	Lodging-PerDiem	145.95	GOVCC	Yes
06/09/2017	M&IE	M&IE-PerDiem	134.00	PERSONAL	Yes
06/10/2017	Lodging	Lodging-PerDiem	145.95	GOVCC	Yes
06/10/2017	M&IE	M&IE-PerDiem	134.00	PERSONAL	Yes
06/11/2017	Lodging	Lodging-PerDiem	145.95	GOVCC	Yes
06/11/2017	M&IE	M&IE-PerDiem	134.00	PERSONAL	Yes
06/12/2017	Travel Fee	Com. Carrier	39.90	GOVCC	
<i>Comment: LB ATRS Intl w-Air-Rail</i>					
06/12/2017	Train	Com. Carrier	102.22	GOVCC	
06/12/2017	Hotel Tax (CONUS Only)	Hotel Tax	12.34	GOVCC	
06/12/2017	Lodging	Lodging-PerDiem	357.07	GOVCC	Yes
06/12/2017	M&IE	M&IE-PerDiem	134.00	PERSONAL	Yes
06/12/2017	Currency Conversion Fees	Misc Expense	6.89	PERSONAL	
06/12/2017	ATM Advance Fee	Misc Expense	3.00	PERSONAL	
06/13/2017	M&IE	M&IE-PerDiem	100.50	PERSONAL	Yes
06/13/2017	Currency Conversion Fees	Misc Expense	3.83	PERSONAL	
06/13/2017	Trans - Airport/Hotel	Misc Expense	70.41	PERSONAL	
06/29/2017	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	
Total Non-Per Diem Expenses 2,176.91					
Total Per Diem Expenses 2,372.87					

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
06/05/2017	359.00/ 134.00	0.00	0.00	100.50	100.50				
06/06/2017	359.00/ 134.00	0.00	0.00	134.00	134.00				
06/07/2017	359.00/ 134.00	359.00	359.00	134.00	134.00				
06/08/2017	359.00/ 134.00	79.95	79.95	134.00	134.00				
06/09/2017	359.00/ 134.00	145.95	145.95	134.00	134.00				
06/10/2017	359.00/ 134.00	145.95	145.95	134.00	134.00				
06/11/2017	359.00/ 134.00	145.95	145.95	134.00	134.00				
06/12/2017	359.00/ 134.00	357.07	357.07	134.00	134.00				
06/13/2017	359.00/ 134.00	0.00	0.00	100.50	100.50				
Total Per Diem Allowances 2,372.87									

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAAO11IO	17 OA IO ACCOUNT	A7T.20172018.B.11.ZZZME8.MN111100.	GOVCC	3,315.02
EPAAO11IO	17 OA IO ACCOUNT	A7T.20172018.B.11.ZZZME8.MN111100.	PERSONAL	1,234.76

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAAO11IO	17 OA IO ACCOUNT	A7T.20172018.B.11.ZZZME8.MN111100.	4,549.78

Totals by Payment Method

Payment Method	Amount
GOVCC	3,315.02
PERSONAL	1,234.76

Document History - 03/22/2023 Vch: VCH145498

Status	Date	Time	Signature Name	Comments
PAID	07/12/2017	10:00AMEST	One, EAI User	EAI Document Status Update WS
OFFSETTING OBLIGATED	07/12/2017	7:37AMEST	One, EAI User	EAI Document Status Update WS
PENDING	07/12/2017	7:37AMEST	One, EAI User	EAI Voucher Submitted
PENDING	07/07/2017	7:40AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	07/07/2017	7:39AMEST	TURNER, STEVE K	
AUTHORIZED	07/05/2017	2:47PMEST	ALLEN, REGINALD E	
SIGNED	07/05/2017	1:07PMEST	GUNASEKARA, AMANDA M	
PREPARED	06/29/2017	11:27AMEST	WILLIS, SHARNETT	
CREATED	06/29/2017	6:56AMEST	SEBASTIAN, GLORIA LYNN	

I certify that the electronic signatures listed above are valid and on file.

SIGNED

DATE

Document Signatures

Traveler/Preparer Name _____ Approver Name _____

Traveler/Preparer Signature _____ Approver Signature _____

Date _____ Date _____

Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	07/18/2017 - 07/19/2017
Type Code	TEMPORARY DUTY	Trip Name	Trip from Washington to Denver
Organization	EPAAO11IO	Currency	USD
Total Cost	1,172.40		
Current Status	PAID	Per Diem Locations	DENVER, CO
Next Status		Document Details	Traveler will be speaking at the 2017 ALEC Annual Meeting.

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAAO11IO
TrID	(b) (6)	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.AMANDA@EPA.GOV

Trip Details

Document Information

Purpose Traveler will be speaking at the 2017 ALEC Annual Meeting.

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
07/18/17	07/19/17	DENVER, CO	2-INFORMATIONAL MEETING	178.00 / 69.00

Document Totals

Total Expenses	1,172.40	Advance Requested	0.00
Reimbursable Expenses	1,172.40	Net to Traveler	0.00
Non-Reimbursable Expenses	0.00	Net to Government	0.00
		Pay to Charge Card	1,172.40

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	664.70	0.00
Hotel Tax	26.26	0.00
Lodging-PerDiem	178.00	0.00
M&IE-PerDiem	103.50	0.00
Misc Expense	185.19	0.00
Transaction Fees	14.75	0.00
Total Expenses	1,172.40	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	United	(b) (6)	1	630.40

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	United	(b) (6)		0.00
LODGE	Hyatt	(b) (6)	Denver, CO	178.00

Trip Itinerary

From DCA-Washington, DC (USA) (National Apt)

To DEN-Denver, CO (USA) (Denver IntL. Apt)

Air

Tuesday July 18, 2017

DCA-Washington, DC (USA) to DEN-Denver, CO (USA) (De

Jul 18 United 2104

Denver, CO (USA) (Denver IntL. Apt) 07/18/2017

6:23PM

Confirmation Number

Duration Unknown Nonstop

Denver, CO (USA) (Denver IntL. Apt) 07/18/2017

6:23PM

Flight Information

Distance 1471 miles

No Seat Assigned

Emissions 573.7 lbs of CO2

Cost 630.40 USD

Hotel

Hyatt

650 15th St Denver CO 80202 303-436-1234

Jul 18 Checking in 07/18/2017

Checking out 07/19/2017

Total Rate 178.00 USD

Air

Wednesday July 19, 2017

DEN-Denver, CO (USA) (De to IAD-Washington, DC (USA)

Jul 19 United 461

Washington, DC (USA) (Dulles Apt) 07/19/2017 6:28PM

Confirmation Number

Duration Unknown Nonstop

Washington, DC (USA) (Dulles Apt) 07/19/2017 6:28PM

Flight Information

Distance 1448 miles

No Seat Assigned

Emissions 564.7 lbs of CO2

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
07/13/2017	Travel Fee	Com. Carrier	34.30	GOVCC	
	Comment: LB ATRS Domestic w-Air-Rail				
07/18/2017	Airline Flight	Com. Carrier	630.40	GOVCC	
07/18/2017	Hotel Tax (CONUS Only)	Hotel Tax	26.26	GOVCC	
07/18/2017	Lodging	Lodging-PerDiem	178.00	GOVCC	Yes
	Comment: Conf Num(b) (6)	Cmt:			
07/18/2017	M&IE	M&IE-PerDiem	51.75	PERSONAL	Yes
07/18/2017	Trans - Airport/Hotel	Misc Expense	56.00	PERSONAL	
07/18/2017	Public Transit	Misc Expense	74.19	PERSONAL	
07/19/2017	M&IE	M&IE-PerDiem	51.75	PERSONAL	Yes
07/19/2017	Trans - Airport/Hotel	Misc Expense	55.00	PERSONAL	
07/24/2017	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	

Total Non-Per Diem Expenses 890.90

Total Per Diem Expenses 281.50

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
07/18/2017	178.00/ 69.00	178.00	178.00	51.75	51.75				
07/19/2017	178.00/ 69.00	0.00	0.00	51.75	51.75				
Total Per Diem Allowances									281.50

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAAO11IO	17 OA IO ACCOUNT	A7T.20172018.B.11A.ZZZME8.MN111100.	GOVCC	883.71
EPAAO11IO	17 OA IO ACCOUNT	A7T.20172018.B.11A.ZZZME8.MN111100.	PERSONAL	288.69

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAAO11IO	17 OA IO ACCOUNT	A7T.20172018.B.11A.ZZZME8.MN111100.	1,172.40

Totals by Payment Method

Payment Method	Amount
GOVCC	883.71
PERSONAL	288.69

Document History - 03/22/2023 Vch: VCH148153

Status	Date	Time	Signature Name	Comments
PAID	08/08/2017	12:08PMEST	One, EAI User	EAI Document Status Update WS
OFFSETTING OBLIGATED	08/08/2017	10:08AMEST	One, EAI User	EAI Document Status Update WS
PENDING	08/08/2017	10:08AMEST	One, EAI User	EAI Voucher Submitted
PENDING	08/08/2017	8:05AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	08/08/2017	8:05AMEST	PENNINGTON, SHAUN	
AUTHORIZED	08/04/2017	8:46AMEST	REEDER, JOHN EDWARD	Mobile Client Action
ADJUSTED	08/04/2017	8:46AMEST	REEDER, JOHN EDWARD	
SIGNED	08/02/2017	1:25PMEST	GUNASEKARA, AMANDA M	
PREPARED	07/25/2017	2:59PMEST	WILLIS, SHARNETT	
CREATED	07/24/2017	12:37PMEST	WILLIS, SHARNETT	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name _____	Approver Name _____
Traveler/Preparer Signature _____	Approver Signature _____
Date _____	Date _____

©Copyright 1989-2023 ConcurGov: SAP Concur

Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	09/21/2017 - 09/22/2017
Type Code	TEMPORARY DUTY	Trip Name	Trip from Washington to Raleigh
Organization	EPAAO11IO	Currency	USD
Total Cost	889.25		
Current Status	PAID	Per Diem Locations	RALEIGH, NC
Next Status		Document Details	Traveler will be participate in the Association of Air Pollution Control Agencies (AAPCA) 2017 Fall Business Meeting.

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAAO11IO
TrID	(b) (6)	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.AMANDA@EPA.GOV

Trip Details

Document Information

Purpose Traveler will be participate in the Association of Air Pollution Control Agencies (AAPCA) 2017 Fall Business Meeting.

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
09/21/17	09/22/17	RALEIGH, NC	2-INFORMATIONAL MEETING	111.00 / 59.00

Document Totals

Total Expenses	889.25	Advance Requested	0.00
Reimbursable Expenses	889.25	Net to Traveler	150.91
Non-Reimbursable Expenses	0.00	Net to Government	0.00
		Pay to Charge Card	738.34

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	425.00	0.00
Hotel Tax	40.00	0.00
Lodging-PerDiem	111.00	0.00
M&IE-PerDiem	88.50	0.00
Misc Expense	210.00	0.00
Transaction Fees	14.75	0.00
Total Expenses	889.25	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	American Airlines	(b) (6)	-	356.40
COMM-CARR	American Airlines	(b) (6)	-	0.00

Trip Itinerary

From DCA-Washington, DC (USA) (National Apt) To RDU-Raleigh / Durham, NC (USA)

Air

Thursday September 21, 2017

DCA-Washington, DC (USA) to RDU-Raleigh / Durham, NC

Sep 21 American Airlines 4352
Raleigh / Durham, NC (USA) 09/21/2017 7:43AM
Confirmation Number

Duration Unknown Nonstop
Raleigh / Durham, NC (USA) 09/21/2017 7:43AM

Flight Information

Distance 227 miles

No Seat Assigned

Emissions 88.5 lbs of CO2

Cost 356.40 USD

Friday September 22, 2017

RDU-Raleigh / Durham, NC to DCA-Washington, DC (USA)

Sep 22 American Airlines 5647
Washington, DC (USA) (National Apt) 09/22/2017
9:26AM
Confirmation Number

Duration Unknown Nonstop
Washington, DC (USA) (National Apt) 09/22/2017
9:26AM

Flight Information

Distance 227 miles

No Seat Assigned

Emissions 88.5 lbs of CO2

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
09/13/2017	Travel Fee	Com. Carrier	34.30	GOVCC	
<i>Comment: LB ATRS Domestic w-Air-Rail</i>					
09/13/2017	Travel Fee	Com. Carrier	34.30	GOVCC	
<i>Comment: LB ATRS Domestic w-Air-Rail</i>					
09/21/2017	Airline Flight	Com. Carrier	356.40	GOVCC	
09/21/2017	Hotel Tax (CONUS Only)	Hotel Tax	40.00	GOVCC	
09/21/2017	Lodging	Lodging-PerDiem	111.00	GOVCC	Yes
09/21/2017	M&IE	M&IE-PerDiem	44.25	PERSONAL	Yes
09/21/2017	Baggage Fees	Misc Expense	50.00	PERSONAL	
09/21/2017	Public Transit	Misc Expense	60.00	PERSONAL	
09/21/2017	Trans - Airport/Hotel	Misc Expense	50.00	PERSONAL	
09/22/2017	M&IE	M&IE-PerDiem	44.25	PERSONAL	Yes
09/22/2017	Trans - Airport/Hotel	Misc Expense	50.00	PERSONAL	
09/27/2017	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	

Total Non-Per Diem Expenses 689.75

Total Per Diem Expenses 199.50

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
09/21/2017	111.00/ 59.00	111.00	111.00	44.25	44.25				
09/22/2017	111.00/ 59.00	0.00	0.00	44.25	44.25				
Total Per Diem Allowances									199.50

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAAO11IO	17 OA IO ACCOUNT	A7T.20172018.B.11A.ZZZME8.MN111100.	GOVCC	590.75
EPAAO11IO	17 OA IO ACCOUNT	A7T.20172018.B.11A.ZZZME8.MN111100.	PERSONAL	298.50

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAAO11IO	17 OA IO ACCOUNT	A7T.20172018.B.11A.ZZZME8.MN111100.	889.25

Totals by Payment Method

Payment Method	Amount
GOVCC	590.75
PERSONAL	298.50

Document History - 03/22/2023 Vch: VCH156892

Status	Date	Time	Signature Name	Comments
PAID	09/29/2017	2:00PMEST	One, EAI User	EAI Document Status Update WS
OFFSETTING OBLIGATED	09/29/2017	10:00AMEST	One, EAI User	EAI Document Status Update WS
PENDING	09/29/2017	10:00AMEST	One, EAI User	EAI Voucher Submitted
PENDING	09/29/2017	7:58AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	09/29/2017	7:58AMEST	COX, ANGELA D	
AUTHORIZED	09/29/2017	7:00AMEST	ALLEN, REGINALD E	
SIGNED	09/28/2017	1:32PMEST	GUNASEKARA, AMANDA M	
CREATED	09/27/2017	1:46PMEST	WILLIS, SHARNETT	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name _____	Approver Name _____
Traveler/Preparer Signature _____	Approver Signature _____
Date _____	Date _____

©Copyright 1989-2023 ConcurGov: SAP Concur

VCH165960 (TAA05A81)



Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	11/16/2017 - 11/16/2017
Type Code	TEMPORARY DUTY	Trip Name	RTP Day Trip
Organization	EPAOAR27AA	Currency	USD
Total Cost	756.74		
Current Status	PAID	Per Diem Locations	RALEIGH, NC
Next Status		Document Details	RTP Day Trip

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	(b) (6)	Duty Station	Washington, DC
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.AMANDA@EPA.GOV

Trip Details

Document Information

Purpose RTP Day Trip

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
11/16/17	11/16/17	RALEIGH, NC	2-INFORMATIONAL MEETING	115.00 / 59.00

Document Totals

Total Expenses	756.74	Advance Requested	0.00
Reimbursable Expenses	756.74	Net to Traveler	69.07
Non-Reimbursable Expenses	0.00	Net to Government	0.00
		Pay to Charge Card	687.67

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	664.40	0.00
M&IE-PerDiem	44.25	0.00
Misc Expense	33.34	0.00
Transaction Fees	14.75	0.00
Total Expenses	756.74	0.00

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
11/16/2017	Airline Flight	Com. Carrier	664.40	GOVCC	
<i>Comment: Supervisor requested travel outside of business hours so traveler booked airline on own.</i>					
11/16/2017	M&IE	M&IE-PerDiem	44.25	PERSONAL	Yes

Date	Description	Category	Cost	Pay Method	Per Diem
11/16/2017	Trans - Airport/Hotel	Misc Expense	17.84	PERSONAL	
11/16/2017	Trans - Office/Residence	Misc Expense	15.50	PERSONAL	
11/27/2017	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	
Total Non-Per Diem Expenses					712.49
Total Per Diem Expenses					44.25

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
11/16/2017	115.00/ 59.00	0.00	0.00	44.25	44.25				
Total Per Diem Allowances									44.25

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	GOVCC	679.15
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	PERSONAL	77.59

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	756.74

Totals by Payment Method

Payment Method	Amount
GOVCC	679.15
PERSONAL	77.59

Document History - 03/22/2023 Vch: VCH165960

Status	Date	Time	Signature Name	Comments
PAID	12/12/2017	11:00AMEST	One, EAI User	EAI Document Status Update WS
OFFSETTING OBLIGATED	12/12/2017	8:07AMEST	One, EAI User	EAI Document Status Update WS
PENDING	12/12/2017	8:07AMEST	One, EAI User	EAI Voucher Submitted
PENDING	12/12/2017	6:04AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	12/12/2017	6:04AMEST	MARTINI, SARAH J	
AUTHORIZED	12/06/2017	2:08PMEST	SHAW, ELIZABETH A	
REVIEWED	12/06/2017	12:03PMEST	SPEIGHT, SADIE F	
ADJUSTED	12/06/2017	11:59AMEST	SPEIGHT, SADIE F	
SIGNED	12/06/2017	10:30AMEST	GUNASEKARA, AMANDA M	
PREPARED	11/27/2017	12:36PMEST	ATKINSON, EMILY E	
CREATED	11/27/2017	12:33PMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer
Name _____

Approver Name _____

Traveler/Preparer
Signature _____Approver
Signature _____

Date _____

Date _____

©Copyright 1989-2023 ConcurGov: SAP Concur

VCH165963 (TAA0597M)



Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	11/20/2017 - 11/21/2017
Type Code	TEMPORARY DUTY	Trip Name	Meet with stakeholders in Mississippi
Organization	EPAOAR27AA	Currency	USD
Total Cost	91.25		
Current Status	PAID	Per Diem Locations	DECATUR, MS
Next Status		Document Details	Meet with stakeholders in Mississippi

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	(b) (6)	Duty Station	Washington, DC
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.AMANDA@EPA.GOV

Trip Details

Document Information

Purpose Meet with stakeholders in Mississippi

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
11/20/17	11/21/17	DECATUR, MS	2-INFORMATIONAL MEETING	93.00 / 51.00

Document Totals

Total Expenses	91.25	Advance Requested	0.00
Reimbursable Expenses	91.25	Net to Traveler	76.50
Non-Reimbursable Expenses	0.00	Net to Government	0.00

Pay to Charge Card 14.75

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
M&IE-PerDiem	76.50	0.00
Transaction Fees	14.75	0.00
Total Expenses	91.25	0.00

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
11/20/2017	Lodging	Lodging-PerDiem	0.00	GOVCC	Yes
11/20/2017	M&IE	M&IE-PerDiem	38.25	PERSONAL	Yes
11/21/2017	Lodging	Lodging-PerDiem	0.00	GOVCC	Yes
11/21/2017	M&IE	M&IE-PerDiem	38.25	PERSONAL	Yes
11/27/2017	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	

Total Non-Per Diem Expenses 14.75

Total Per Diem Expenses 76.50

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
11/20/2017	93.00/ 51.00	0.00	0.00	38.25	38.25				
11/21/2017	93.00/ 51.00	0.00	0.00	38.25	38.25				
Total Per Diem Allowances									76.50

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	GOVCC	14.75
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	PERSONAL	76.50

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	91.25

Totals by Payment Method

Payment Method	Amount
GOVCC	14.75
PERSONAL	76.50

Document History - 03/22/2023 Vch: VCH165963

Status	Date	Time	Signature Name	Comments
PAID	12/13/2017	2:00PMEST	One, EAI User	EAI Document Status Update WS
OFFSETTING OBLIGATED	12/13/2017	10:07AMEST	One, EAI User	EAI Document Status Update WS
PENDING	12/13/2017	10:07AMEST	One, EAI User	EAI Voucher Submitted
PENDING	12/13/2017	8:03AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	12/13/2017	8:03AMEST	PENNINGTON, SHAUN	
AUTHORIZED	12/11/2017	9:43AMEST	SHAW, ELIZABETH A	
REVIEWED	12/07/2017	9:38AMEST	SPEIGHT, SADIE F	
ADJUSTED	12/07/2017	9:23AMEST	SPEIGHT, SADIE F	
SIGNED	12/06/2017	10:31AMEST	GUNASEKARA, AMANDA M	
PREPARED	11/27/2017	12:47PMEST	ATKINSON, EMILY E	
CREATED	11/27/2017	12:45PMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name	<hr/>	Approver Name	<hr/>
Traveler/Preparer Signature	<hr/>	Approver Signature	<hr/>
Date	<hr/>	Date	<hr/>

©Copyright 1989-2023 ConcurGov: SAP Concur

VCH166192 (TAA0592W)



Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	11/27/2017 - 11/27/2017
Type Code	TEMPORARY DUTY	Trip Name	CPP Public Hearing in Charleston, WV
Organization	EPAOAR27AA	Currency	USD
Total Cost	49.05		
Current Status	PAID	Per Diem Locations	CHARLESTON, WV
Next Status		Document Details	CPP Public Hearing in Charleston, WV

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	(b) (6)	Duty Station	Washington, DC
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.AMANDA@EPA.GOV

Trip Details

Document Information

Purpose CPP Public Hearing in Charleston, WV

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
11/27/17	11/27/17	CHARLESTON, WV	2-INFORMATIONAL MEETING	110.00 / 54.00

Document Totals

Total Expenses	49.05	Advance Requested	0.00
Reimbursable Expenses	49.05	Net to Traveler	0.00
Non-Reimbursable Expenses	0.00	Net to Government	0.00

Pay to Charge Card 49.05

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	34.30	0.00
Transaction Fees	14.75	0.00
Total Expenses	49.05	0.00

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
11/08/2017	Travel Fee	Com. Carrier	34.30	GOVCC	
<i>Comment: LB ATRS Domestic w-Air-Rail</i>					
11/27/2017	Lodging	Lodging-PerDiem	0.00	GOVCC	Yes
11/29/2017	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	
					Total Non-Per Diem Expenses 49.05

Total Per Diem Expenses 0.00

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
11/27/2017	110.00/ 54.00	0.00	0.00	0.00	0.00				
Total Per Diem Allowances									0.00

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	GOVCC	49.05

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	49.05

Totals by Payment Method

Payment Method	Amount
GOVCC	49.05

Document History - 03/22/2023 Vch: VCH166192

Status	Date	Time	Signature Name	Comments
PAID	12/11/2017	10:00AMEST	One, EAI User	EAI Document Status Update WS
PENDING	12/11/2017	7:39AMEST	SYSUTILITY	EAI Voucher Submitted
VOUCHER APPROVED	12/11/2017	7:39AMEST	COX, ANGELA D	
AUTHORIZED	12/06/2017	2:08PMEST	SHAW, ELIZABETH A	
REVIEWED	12/06/2017	1:12PMEST	SPEIGHT, SADIE F	
SIGNED	12/06/2017	10:31AMEST	GUNASEKARA, AMANDA M	
PREPARED	11/29/2017	10:09AMEST	ATKINSON, EMILY E	
CREATED	11/29/2017	10:08AMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name	<hr/>	Approver Name	<hr/>
Traveler/Preparer Signature	<hr/>	Approver Signature	<hr/>
Date	<hr/>	Date	<hr/>

©Copyright 1989-2023 ConcurGov: SAP Concur

VCH167203 (TAA058H5)



Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	4-SPEECH OR PRESENTATION
Document Type	Vch	Travel Dates	11/11/2017 - 11/15/2017
Type Code	FOREIGN TRAVEL	Trip Name	United Nations Framework Convention of Climate Change in Bonn, Germany
Organization	EPAOAR27AA	Currency	USD
Total Cost	4,595.08		
Current Status	PAID	Per Diem Locations	COLOGNE, DEU
Next Status		Document Details	USEPA representative on United States delegation to the UNFCCC Conference.

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	(b) (6)	Duty Station	Washington, DC
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.AMANDA@EPA.GOV

Trip Details

Document Information

Purpose USEPA representative on United States delegation to the UNFCCC Conference.

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
11/11/17	11/15/17	COLOGNE, DEU		232.00 / 128.00

Document Totals

Total Expenses	4,595.08	Advance Requested	0.00
Reimbursable Expenses	4,595.08	Net to Traveler	361.10
Non-Reimbursable Expenses	0.00	Net to Government	0.00
		Pay to Charge Card	4,233.98

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	2,485.26	0.00
Lodging-PerDiem	1,053.17	0.00
M&IE-PerDiem	576.00	0.00
Misc Expense	465.90	0.00
Transaction Fees	14.75	0.00
Total Expenses	4,595.08	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	United	(b) (6)		2,405.46

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	Lufthansa	(b) (6)		0.00
COMM-CARR	United	(b) (6)		0.00
COMM-CARR	United	(b) (6)		0.00

Trip Itinerary

From IAD-Washington, DC (USA) (Dulles Apt)

To MUC-Munich, Germany

Air

Saturday November 11, 2017

IAD-Washington, DC (USA) to MUC-Munich, Germany

Nov 11 United 106

Munich, Germany 11/12/2017 7:40AM

Confirmation Number

Duration Unknown Nonstop

Munich, Germany 11/12/2017 7:40AM

Flight Information

Distance 4249 miles

No Seat Assigned

Emissions 1657.1 lbs of CO2

Cost 2,405.46 USD

Sunday November 12, 2017

MUC-Munich, Germany to CGN-Cologne, Germany (Ko)

Nov 12 Lufthansa 1986

Cologne, Germany (Koeln Apt) 11/12/2017 12:10PM

Confirmation Number

Duration Unknown Nonstop

Cologne, Germany (Koeln Apt) 11/12/2017 12:10PM

Flight Information

Distance 271 miles

No Seat Assigned

Emissions 105.7 lbs of CO2

Wednesday November 15, 2017

CGN-Cologne, Germany (Ko to MUC-Munich, Germany

Nov 15 United 9154

Munich, Germany 11/15/2017 10:40AM

Confirmation Number

Duration Unknown Nonstop

Munich, Germany 11/15/2017 10:40AM

Flight Information

Distance 271 miles

No Seat Assigned

Emissions 105.7 lbs of CO2

MUC-Munich, Germany to IAD-Washington, DC (USA)

Nov 15 United 107

Washington, DC (USA) (Dulles Apt) 11/15/2017 3:35PM

Confirmation Number

Duration Unknown Nonstop

Washington, DC (USA) (Dulles Apt) 11/15/2017 3:35PM

Flight Information

Distance 4249 miles

No Seat Assigned

Emissions 1657.1 lbs of CO2

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
11/02/2017	Travel Fee	Com. Carrier	39.90	GOVCC	
<i>Comment: LB ATRS Intl w-Air-Rail</i>					
11/11/2017	Airline Flight	Com. Carrier	2,405.46	GOVCC	
<i>Comment: TICKET=(b) (6) , TICKET(b) (6)</i>					
11/11/2017	Lodging	Lodging-PerDiem	134.17	GOVCC	Yes
11/11/2017	M&IE	M&IE-PerDiem	96.00	PERSONAL	Yes
11/11/2017	Currency Conversion Fees	Misc Expense	5.40	GOVCC	
11/11/2017	Trans - Office/Residence	Misc Expense	117.48	GOVCC	
11/12/2017	Lodging	Lodging-PerDiem	138.13	GOVCC	Yes
11/12/2017	M&IE	M&IE-PerDiem	128.00	PERSONAL	Yes
11/13/2017	Travel Fee	Com. Carrier	39.90	GOVCC	
<i>Comment: LB ATRS Intl w-Air-Rail</i>					

Date	Description	Category	Cost	Pay Method	Per Diem
11/13/2017	Lodging	Lodging-PerDiem	257.15	GOVCC	Yes
11/13/2017	M&IE	M&IE-PerDiem	128.00	PERSONAL	Yes
11/13/2017	Trans - Office/Residence	Misc Expense	92.81	GOVCC	
11/14/2017	Lodging	Lodging-PerDiem	523.72	GOVCC	Yes
11/14/2017	M&IE	M&IE-PerDiem	128.00	PERSONAL	Yes
11/14/2017	Currency Conversion Fees	Misc Expense	5.84	GOVCC	
11/14/2017	Currency Conversion Fees	Misc Expense	6.00	GOVCC	
11/14/2017	Trans - Office/Residence	Misc Expense	37.95	GOVCC	
11/14/2017	Trans - Office/Residence	Misc Expense	23.50	GOVCC	
11/15/2017	M&IE	M&IE-PerDiem	96.00	PERSONAL	Yes
11/15/2017	Trans - Office/Residence	Misc Expense	84.90	GOVCC	
11/15/2017	Currency Conversion Fees	Misc Expense	2.57	GOVCC	
11/15/2017	Currency Conversion Fees	Misc Expense	1.34	GOVCC	
11/15/2017	Trans - Office/Residence	Misc Expense	76.36	GOVCC	
11/15/2017	Trans - Office/Residence	Misc Expense	11.75	GOVCC	
12/06/2017	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	
					Total Non-Per Diem Expenses 2,965.91
					Total Per Diem Expenses 1,629.17

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
11/11/2017	232.00/ 128.00	134.17	134.17	96.00	96.00				
11/12/2017	232.00/ 128.00	138.13	138.13	128.00	128.00				
11/13/2017	232.00/ 128.00	257.15	257.15	128.00	128.00				
11/14/2017	232.00/ 128.00	523.72	523.72	128.00	128.00				
11/15/2017	232.00/ 128.00	0.00	0.00	96.00	96.00				
									Total Per Diem Allowances 1,629.17

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	GOVCC	4,019.08
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	PERSONAL	576.00

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	4,595.08

Totals by Payment Method

Payment Method	Amount
GOVCC	4,019.08

Payment Method	Amount
PERSONAL	576.00

Document History - 03/22/2023 Vch: VCH167203

Status	Date	Time	Signature Name	Comments
PAID	12/22/2017	1:00PMEST	One, EAI User	EAI Document Status Update WS
OFFSETTING OBLIGATED	12/22/2017	10:00AMEST	One, EAI User	EAI Document Status Update WS
PENDING	12/22/2017	10:00AMEST	One, EAI User	EAI Voucher Submitted
PENDING	12/22/2017	7:56AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	12/22/2017	7:56AMEST	COX, ANGELA D	
PREPARED	12/19/2017	10:56AMEST	GUNASEKARA, AMANDA M	
ADJUSTED	12/19/2017	10:56AMEST	GUNASEKARA, AMANDA M	
AUTHORIZED	12/18/2017	1:33PMEST	HYDE, COURTNEY T	
ADJUSTED	12/18/2017	1:33PMEST	HYDE, COURTNEY T	
REVIEWED	12/18/2017	12:31PMEST	SPEIGHT, SADIE F	
ADJUSTED	12/18/2017	12:21PMEST	SPEIGHT, SADIE F	
PREPARED	12/18/2017	8:22AMEST	ATKINSON, EMILY E	
ADJUSTED	12/18/2017	8:16AMEST	ATKINSON, EMILY E	
SIGNED	12/06/2017	12:50PMEST	GUNASEKARA, AMANDA M	
PREPARED	12/06/2017	11:52AMEST	ATKINSON, EMILY E	
CREATED	12/06/2017	11:14AMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name	<hr/>	Approver Name	<hr/>
Traveler/Preparer Signature	<hr/>	Approver Signature	<hr/>
Date	<hr/>	Date	<hr/>

VCH167928 (TAA0508T)



Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	10/09/2017 - 10/10/2017
Type Code	TEMPORARY DUTY	Trip Name	Trip from Washington to Ft Lauderdale
Organization	EPAOAR27AA	Currency	USD
Duty Station Org	EPAAO11IO		
Total Cost	83.35		
Current Status	PAID	Per Diem Locations	FORT LAUDERDALE, FL
Next Status		Document Details	Traveler will be speaking at the Emerging Issues Policy Forum.

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAAO11IO
TrID	(b) (6)	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.AMANDA@EPA.GOV

Trip Details

Document Information

Purpose Traveler will be speaking at the Emerging Issues Policy Forum.

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
10/09/17	10/10/17	FORT LAUDERDALE, FL	2-INFORMATIONAL MEETING	148.00 / 64.00

Document Totals

Total Expenses	83.35	Advance Requested	0.00
Reimbursable Expenses	83.35	Net to Traveler	0.00
Non-Reimbursable Expenses	0.00	Net to Government	0.00

Pay to Charge Card 83.35

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	68.60	0.00
Transaction Fees	14.75	0.00
Total Expenses	83.35	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	United	(b) (6)		93.20

Trip Itinerary

From IAD-Washington, DC (USA) (Dulles Apt) **To** FLL-Ft. Lauderdale, FL (USA) (IntL. Apt)

Air

Monday October 09, 2017

IAD-Washington, DC (USA) to FLL-Ft. Lauderdale, FL (

Oct 09 United 1855 Duration 2 Hours 32 Minutes Nonstop
 Ft. Lauderdale, FL (USA) (IntL. Apt) 10/09/2017 9:52PM Ft. Lauderdale, FL (USA) (IntL. Apt) 10/09/2017 9:52PM
 Confirmation Number

Flight Information

Distance 902 miles

No Seat Assigned

Emissions 351.8 lbs of CO2

Cost 93.20 USD

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
10/04/2017	Travel Fee	Com. Carrier	34.30	GOVCC	
<i>Comment: LB ATRS Domestic w-Air-Rail</i>					
10/05/2017	Travel Fee	Com. Carrier	34.30	GOVCC	
<i>Comment: LB ATRS Domestic w-Air-Rail</i>					
10/09/2017	Airline Flight	Com. Carrier	0.00	GOVCC	
10/09/2017	Lodging	Lodging-PerDiem	0.00	GOVCC	Yes
10/09/2017	M&IE	M&IE-PerDiem	0.00	PERSONAL	Yes
10/10/2017	M&IE	M&IE-PerDiem	0.00	PERSONAL	Yes
12/11/2017	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	
					Total Non-Per Diem Expenses 83.35
					Total Per Diem Expenses 0.00

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
10/09/2017	148.00/ 64.00	0.00	0.00	0.00	0.00				
10/10/2017	148.00/ 64.00	0.00	0.00	0.00	0.00				
Total Per Diem Allowances									0.00

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAAO11IO	17 OA IO ACCOUNT	AT7.20172018.B.11.ZZZMG5.MN111100.	GOVCC	83.35

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAAO11IO	17 OA IO ACCOUNT	AT7.20172018.B.11.ZZZMG5.MN111100.	83.35

Totals by Payment Method

Payment Method	Amount
GOVCC	83.35

Document History - 03/22/2023 Vch: VCH167928

Status	Date	Time	Signature Name	Comments
PAID	12/26/2017	1:00PMEST	One, EAI User	EAI Document Status Update WS
OFFSETTING OBLIGATED	12/26/2017	10:00AMEST	One, EAI User	EAI Document Status Update WS
PENDING	12/26/2017	10:00AMEST	One, EAI User	EAI Voucher Submitted
PENDING	12/26/2017	7:29AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	12/26/2017	7:29AMEST	PENNINGTON, SHAUN	corrected m&ie
ADJUSTED	12/26/2017	7:28AMEST	PENNINGTON, SHAUN	
AUTHORIZED	12/20/2017	2:38PMEST	WOODEN-AGUILAR, HELENA E	Mobile Client Action
SIGNED	12/19/2017	10:54AMEST	GUNASEKARA, AMANDA M	
PREPARED	12/15/2017	10:39AMEST	WILLIS, SHARNETT	
CREATED	12/11/2017	12:22PMEST	WILLIS, SHARNETT	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name	<hr/>	Approver Name	<hr/>
Traveler/Preparer Signature	<hr/>	Approver Signature	<hr/>
Date	<hr/>	Date	<hr/>

Primary Traveler	AMANDA GUNASEKARA (ID (b) (6)	Purpose	4-SPEECH OR PRESENTATION
Document Type	Vch	Travel Dates	12/06/2017 - 12/09/2017
Type Code	TEMPORARY DUTY	Trip Name	Western Conference Speech
Organization	EPAOAR27AA	Currency	USD
Total Cost	2,203.79		
Current Status	PAID	Per Diem Locations	HOUSTON, TX / LAS VEGAS, NV
Next Status		Document Details	Texas Industry Project Meeting - Keynote Address and Western Conference Speech

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	(b) (6)	Duty Station	Washington, DC
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.AMANDA@EPA.GOV

Trip Details

Document Information

Purpose Texas Industry Project Meeting - Keynote Address and Western Conference Speech

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
12/06/17	12/07/17	HOUSTON, TX		121.00 / 59.00
12/07/17	12/09/17	LAS VEGAS, NV	4-SPEECH OR PRESENTATION	106.00 / 64.00

Document Totals

Total Expenses	2,203.79	Advance Requested	0.00
Reimbursable Expenses	2,203.79	Net to Traveler	220.25
Non-Reimbursable Expenses	0.00	Net to Government	0.00

Pay to Charge Card 1,983.54

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	1,126.80	0.00
Hotel Tax	162.76	0.00
Lodging-PerDiem	522.75	0.00
M&IE-PerDiem	220.25	0.00
Misc Expense	156.48	0.00
Transaction Fees	14.75	0.00
Total Expenses	2,203.79	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	Southwest	(b) (6)		501.20
COMM-CARR	United	(b) (6)		592.40
COMM-CARR	United	(b) (6)		0.00
LODGE	Hyatt	(b) (6)	Houston,TX	121.00
LODGE	Preferred Hotels	(b) (6)	Las Vegas,NV	177.65

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
11/28/2017	Travel Fee	Com. Carrier	34.30	GOVCC	
<i>Comment: LB ATRS Domestic w-Air-Rail</i>					
12/04/2017	Travel Fee	Com. Carrier	34.30	GOVCC	
<i>Comment: LB ATRS Domestic w-Air-Rail</i>					
12/04/2017	Travel Fee	Com. Carrier	34.30	GOVCC	
<i>Comment: LB ATRS Domestic w-Air-Rail</i>					
12/06/2017	Airline Flight	Com. Carrier	296.20	GOVCC	
<i>Comment: The original United roundtrip ticket was for \$592.40 and a refund for the return flight from Houston to DC \$296.20 is being refunded (see refund notice in the receipts)</i>					
12/06/2017	Airline Flight	Com. Carrier	192.20	GOVCC	
<i>Comment: American Flight from Las Vegas to DC</i>					
12/06/2017	TMC Fee	Com. Carrier	34.30	GOVCC	
12/06/2017	Hotel Tax (CONUS Only)	Hotel Tax	20.57	GOVCC	
12/06/2017	Lodging	Lodging-PerDiem	121.00	GOVCC	Yes
12/06/2017	M&IE	M&IE-PerDiem	44.25	PERSONAL	Yes
12/07/2017	Airline Flight	Com. Carrier	501.20	GOVCC	
<i>Comment: Flight from Houston to Las Vegas</i>					
12/07/2017	Hotel Tax (CONUS Only)	Hotel Tax	67.99	GOVCC	
12/07/2017	Lodging	Lodging-PerDiem	177.65	GOVCC	Yes
<i>Comment: Conf Num(b) (6) 1 Cmt:</i>					
12/07/2017	M&IE	M&IE-PerDiem	64.00	PERSONAL	Yes
12/07/2017	Trans - Airport/Hotel	Misc Expense	64.50	GOVCC	
12/07/2017	Trans - Office/Residence	Misc Expense	33.92	GOVCC	
12/08/2017	Hotel Tax (CONUS Only)	Hotel Tax	74.20	GOVCC	
12/08/2017	Lodging	Lodging-PerDiem	224.10	GOVCC	Yes
12/08/2017	M&IE	M&IE-PerDiem	64.00	PERSONAL	Yes
12/08/2017	Trans - Airport/Hotel	Misc Expense	40.92	GOVCC	
12/09/2017	M&IE	M&IE-PerDiem	48.00	PERSONAL	Yes
12/09/2017	Trans - Airport/Hotel	Misc Expense	17.14	GOVCC	
12/14/2017	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	

Total Non-Per Diem Expenses 1,460.79

Total Per Diem Expenses 743.00

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
12/06/2017	121.00/ 59.00	121.00	121.00	44.25	44.25				
12/07/2017	106.00/ 64.00	177.65	177.65	64.00	64.00				
12/08/2017	106.00/ 64.00	224.10	224.10	64.00	64.00				
12/09/2017	106.00/ 64.00	0.00	0.00	48.00	48.00				
Total Per Diem Allowances									743.00

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	GOVCC	1,983.54
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	PERSONAL	220.25

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	2,203.79

Totals by Payment Method

Payment Method	Amount
GOVCC	1,983.54
PERSONAL	220.25

Document History - 03/22/2023 Vch: VCH168647

Status	Date	Time	Signature Name	Comments
PAID	12/26/2017	11:05AMEST	One, EAI User	EAI Document Status Update WS
OFFSETTING OBLIGATED	12/26/2017	9:00AMEST	One, EAI User	EAI Document Status Update WS
PENDING	12/26/2017	9:00AMEST	One, EAI User	EAI Voucher Submitted
PENDING	12/26/2017	6:45AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	12/26/2017	6:45AMEST	COX, ANGELA D	
AUTHORIZED	12/20/2017	11:04AMEST	SHAW, ELIZABETH A	
REVIEWED	12/20/2017	7:18AMEST	SPEIGHT, SADIE F	
ADJUSTED	12/20/2017	7:16AMEST	SPEIGHT, SADIE F	
SIGNED	12/19/2017	10:57AMEST	GUNASEKARA, AMANDA M	
PREPARED	12/14/2017	10:55AMEST	ATKINSON, EMILY E	
CREATED	12/14/2017	10:06AMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name _____	Approver Name _____
Traveler/Preparer Signature _____	Approver Signature _____
Date _____	Date _____

©Copyright 1989-2023 ConcurGov: SAP Concur

Primary Traveler	AMANDA GUNASEKARA (ID (b) (6)	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	12/29/2017 - 12/29/2017
Type Code	TEMPORARY DUTY	Trip Name	Refinery Visit in Los Angeles, CA
Organization	EPAOAR27AA	Currency	USD
Total Cost	62.75		
Current Status	PAID	Per Diem Locations	LOS ANGELES, CA
Next Status		Document Details	Refinery Visit in Los Angeles, CA - no cost voucher for official status to do a site visit.

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	(b) (6)	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.AMANDA@EPA.GOV

Trip Details

Document Information

Purpose Refinery Visit in Los Angeles, CA - no cost voucher for official status to do a site visit.

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
12/29/17	12/29/17	LOS ANGELES, CA	2-INFORMATIONAL MEETING	173.00 / 64.00

Document Totals

Total Expenses	62.75	Advance Requested	0.00
Reimbursable Expenses	62.75	Net to Traveler	48.00
Non-Reimbursable Expenses	0.00	Net to Government	0.00

Pay to Charge Card 14.75

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
M&IE-PerDiem	48.00	0.00
Transaction Fees	14.75	0.00
Total Expenses	62.75	0.00

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
12/29/2017	M&IE	M&IE-PerDiem	48.00	PERSONAL	Yes
01/04/2018	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	

Total Non-Per Diem Expenses 14.75

Total Per Diem Expenses 48.00

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
12/29/2017	173.00/ 64.00	0.00	0.00	48.00	48.00				
Total Per Diem Allowances									48.00

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	GOVCC	14.75
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	PERSONAL	48.00

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	62.75

Totals by Payment Method

Payment Method	Amount
GOVCC	14.75
PERSONAL	48.00

Document History - 03/22/2023 Vch: VCH170012

Status	Date	Time	Signature Name	Comments
PAID	01/10/2018	2:04PMEST	One, EAI User	EAI Document Status Update WS
PENDING	01/10/2018	11:04AMEST	One, EAI User	EAI Voucher Submitted
OFFSETTING OBLIGATED	01/10/2018	11:04AMEST	One, EAI User	EAI Document Status Update WS
PENDING	01/10/2018	6:16AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	01/10/2018	6:16AMEST	PENNINGTON, SHAUN	
AUTHORIZED	01/09/2018	10:13AMEST	SHAW, ELIZABETH A	
REVIEWED	01/09/2018	8:17AMEST	Biggs, Robert J	
ADJUSTED	01/05/2018	8:48AMEST	Biggs, Robert J	
ADJUSTED	01/05/2018	6:58AMEST	SPEIGHT, SADIE F	
SIGNED	01/04/2018	2:00PMEST	GUNASEKARA, AMANDA M	
PREPARED	01/04/2018	7:14AMEST	ATKINSON, EMILY E	
CREATED	01/04/2018	7:12AMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer
Name _____ Approver Name _____

Traveler/Preparer
Signature _____ Approver
Signature _____

Date _____ Date _____

VCH171784 (TAA05C6K)



Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	01/15/2018 - 01/17/2018
Type Code	TEMPORARY DUTY	Trip Name	Detroit Auto Show and Ann Arbor Lab Visit
Organization	EPAOAR27AA	Currency	USD
Total Cost	887.89		
Current Status	PAID	Per Diem Locations	SOUTHFIELD, MI / ANN ARBOR, MI
Next Status		Document Details	Detroit Auto Show on 1/16 Ann Arbor Lab Visit on 1/17

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	02335373	Duty Station	Washington, DC
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	(b) (6)	EMAIL	GUNASEKARA.AMANDA@EPA.GOV

Trip Details

Document Information

Purpose Detroit Auto Show on 1/16 Ann Arbor Lab Visit on 1/17

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
01/15/18	01/16/18	SOUTHFIELD, MI		113.00 / 54.00
01/16/18	01/17/18	ANN ARBOR, MI		120.00 / 59.00

Document Totals

Total Expenses	887.89	Advance Requested	0.00
Reimbursable Expenses	887.89	Net to Traveler	0.00
Non-Reimbursable Expenses	0.00	Net to Government	0.00
		Pay to Charge Card	887.89

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	398.70	0.00
Hotel Tax	32.68	0.00
Lodging-PerDiem	325.00	0.00
M&IE-PerDiem	102.75	0.00
Misc Expense	14.01	0.00
Transaction Fees	14.75	0.00
Total Expenses	887.89	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	Delta	(b) (6)		364.40
COMM-CARR	Delta	(b) (6)		0.00
LODGE	Independent	(b) (6)	Southfield,MI	205.00
LODGE	Independent	(b) (6)	Ann Arbor,MI	120.00

Trip Itinerary

From DCA-Washington, DC (USA) (National Apt) To DTW-Detroit, MI (USA) (Metropolitan Apt)

Air

Monday January 15, 2018

DCA-Washington, DC (USA) to DTW-Detroit, MI (USA) (M)

Jan 15 Delta 1144
Detroit, MI (USA) (Metropolitan Apt) 01/15/2018 7:25PM
Confirmation Number

Duration Unknown Nonstop
Detroit, MI (USA) (Metropolitan Apt) 01/15/2018 7:25PM

Flight Information
Distance 404 miles
No Seat Assigned

Emissions 157.6 lbs of CO2
Cost 364.40 USD

Wednesday January 17, 2018

DTW-Detroit, MI (USA) (M to DCA-Washington, DC (USA))

Jan 17 Delta 1328
Washington, DC (USA) (National Apt) 01/17/2018
7:06PM
Confirmation Number

Duration Unknown Nonstop
Washington, DC (USA) (National Apt) 01/17/2018
7:06PM

Flight Information
Distance 404 miles
No Seat Assigned

Emissions 157.6 lbs of CO2

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
12/07/2017	Travel Fee	Com. Carrier	34.30	GOVCC	
<i>Comment: LB ATRS Domestic w-Air-Rail</i>					
01/15/2018	Airline Flight	Com. Carrier	364.40	GOVCC	
01/15/2018	Hotel Tax (CONUS & OCONUS Only)	Hotel Tax	19.48	GOVCC	
01/15/2018	Lodging	Lodging-PerDiem	205.00	GOVCC	Yes
<i>Comment: Conf Num(b) (6) Cmt:</i>					
01/15/2018	M&IE	M&IE-PerDiem	40.50	PERSONAL	Yes
01/15/2018	Trans - Airport/Hotel	Misc Expense	14.01	PERSONAL	
01/16/2018	Hotel Tax (CONUS & OCONUS Only)	Hotel Tax	13.20	GOVCC	
01/16/2018	Lodging	Lodging-PerDiem	120.00	GOVCC	Yes
<i>Comment: Conf Num(b) (6) Cmt:</i>					
01/16/2018	M&IE	M&IE-PerDiem	18.00	PERSONAL	Yes
01/17/2018	M&IE	M&IE-PerDiem	44.25	PERSONAL	Yes
01/31/2018	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	
Total Non-Per Diem Expenses 460.14					
Total Per Diem Expenses 427.75					

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
01/15/2018	113.00/ 54.00	205.00	205.00	40.50	40.50				
01/16/2018	120.00/ 59.00	120.00	120.00	18.00	18.00	X	X		
01/17/2018	120.00/ 59.00	0.00	0.00	44.25	44.25				
Total Per Diem Allowances									427.75

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	GOVCC	771.13
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	PERSONAL	116.76

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	887.89

Totals by Payment Method

Payment Method	Amount
GOVCC	771.13
PERSONAL	116.76

Document History - 03/22/2023 Vch: VCH171784

Status	Date	Time	Signature Name	Comments
PAID	02/02/2018	3:04PMEST	One, EAI User	EAI Document Status Update WS
PENDING	02/02/2018	1:04PMEST	One, EAI User	EAI Voucher Submitted
OFFSETTING OBLIGATED	02/02/2018	1:04PMEST	One, EAI User	EAI Document Status Update WS
PENDING	02/02/2018	11:16AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	02/02/2018	11:16AMEST	POWERS, JEANNA M	
AUTHORIZED	02/01/2018	4:55AMEST	SHAW, ELIZABETH A	
REVIEWED	01/31/2018	12:13PMEST	Biggs, Robert J	
SIGNED	01/31/2018	9:50AMEST	GUNASEKARA, AMANDA M	
PREPARED	01/31/2018	8:00AMEST	ATKINSON, EMILY E	
CREATED	01/31/2018	7:49AMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name _____	Approver Name _____
Traveler/Preparer Signature _____	Approver Signature _____
Date _____	Date _____

©Copyright 1989-2023 ConcurGov: SAP Concur

VCH172441 (TAA05GC8)



Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	02/01/2018 - 02/01/2018
Type Code	TEMPORARY DUTY	Trip Name	RTP Day Trip
Organization	EPAOAR27AA	Currency	USD
Total Cost	472.74		
Current Status	PAID	Per Diem Locations	RALEIGH, NC
Next Status		Document Details	RTP Day Trip

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	(b) (6)	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.MANDY@EPA.GOV

Trip Details

Document Information

Purpose RTP Day Trip

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
02/01/18	02/01/18	RALEIGH, NC	2-INFORMATIONAL MEETING	115.00 / 59.00

Document Totals

Total Expenses	472.74	Advance Requested	0.00
Reimbursable Expenses	472.74	Net to Traveler	41.89
Non-Reimbursable Expenses	0.00	Net to Government	0.00
		Pay to Charge Card	430.85

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	378.90	0.00
M&IE-PerDiem	44.25	0.00
Misc Expense	34.84	0.00
Transaction Fees	14.75	0.00
Total Expenses	472.74	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	American Airlines	(b) (6);		344.60
COMM-CARR	American Airlines	(b) (6)		0.00

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
01/25/2018	Travel Fee	Com. Carrier	34.30	GOVCC	
<i>Comment: LB ATRS Domestic w-Air-Rail</i>					
02/01/2018	Airline Flight	Com. Carrier	344.60	GOVCC	
02/01/2018	M&IE	M&IE-PerDiem	44.25	PERSONAL	Yes
02/01/2018	Trans - Office/Residence	Misc Expense	17.37	PERSONAL	
02/01/2018	Trans - Airport/Hotel	Misc Expense	17.47	GOVCC	
02/06/2018	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	
					Total Non-Per Diem Expenses 428.49
					Total Per Diem Expenses 44.25

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
02/01/2018	115.00/ 59.00	0.00	0.00	44.25	44.25				
Total Per Diem Allowances									44.25

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	GOVCC	411.12
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	PERSONAL	61.62

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	472.74

Totals by Payment Method

Payment Method	Amount
GOVCC	411.12
PERSONAL	61.62

Document History - 03/22/2023 Vch: VCH172441

Status	Date	Time	Signature Name	Comments
PAID	02/14/2018	3:01AMEST	One, EAI User	EAI Document Status Update WS
PENDING	02/13/2018	2:01PMEST	One, EAI User	EAI Voucher Submitted
OFFSETTING OBLIGATED	02/13/2018	2:01PMEST	One, EAI User	EAI Document Status Update WS
PENDING	02/13/2018	12:49PMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	02/13/2018	12:49PMEST	SULLENDER, KATHRYN A	
AUTHORIZED	02/12/2018	11:01AMEST	SHAW, ELIZABETH A	

Status	Date	Time	Signature Name	Comments
REVIEWED	02/12/2018	10:55AMEST	Biggs, Robert J	
SIGNED	02/08/2018	9:54AMEST	GUNASEKARA, AMANDA M	
PREPARED	02/06/2018	7:36AMEST	ATKINSON, EMILY E	
CREATED	02/06/2018	7:31AMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name	<hr/>	Approver Name	<hr/>
Traveler/Preparer Signature	<hr/>	Approver Signature	<hr/>
Date	<hr/>	Date	<hr/>

VCH172854 (TAA05FLV)



Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	4-SPEECH OR PRESENTATION
Document Type	Vch	Travel Dates	02/05/2018 - 02/06/2018
Type Code	TEMPORARY DUTY	Trip Name	Rocky Mountain Institute Keynote Address
Organization	EPAOAR27AA	Currency	USD
Total Cost	1,081.88		
Current Status	PAID	Per Diem Locations	DENVER, CO
Next Status		Document Details	Rocky Mountain Institute Keynote Address

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	(b) (6)	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.MANDY@EPA.GOV

Trip Details

Document Information

Purpose Rocky Mountain Institute Keynote Address

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
02/05/18	02/06/18	DENVER, CO	4-SPEECH OR PRESENTATION	180.00 / 69.00

Document Totals

Total Expenses	1,081.88	Advance Requested	0.00
Reimbursable Expenses	1,081.88	Net to Traveler	61.93
Non-Reimbursable Expenses	0.00	Net to Government	0.00

Pay to Charge Card 1,019.95

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	540.26	0.00
Hotel Tax	28.35	0.00
Lodging-PerDiem	180.00	0.00
M&IE-PerDiem	103.50	0.00
Misc Expense	215.02	0.00
Transaction Fees	14.75	0.00
Total Expenses	1,081.88	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	Southwest	(b) (6)		505.96

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	Southwest	(b) (6)		0.00

Trip Itinerary

From IAD-Washington, DC (USA) (Dulles Apt) To DEN-Denver, CO (USA) (Denver IntL. Apt)

Air

Monday February 05, 2018

IAD-Washington, DC (USA) to DEN-Denver, CO (USA) (De

Feb 05 Southwest 1189

Denver, CO (USA) (Denver IntL. Apt) 02/05/2018

9:05PM

Confirmation Number

Duration Unknown Nonstop

Denver, CO (USA) (Denver IntL. Apt) 02/05/2018

9:05PM

Flight Information

Distance 1448 miles

No Seat Assigned

Emissions 564.7 lbs of CO2

Cost 505.96 USD

Tuesday February 06, 2018

DEN-Denver, CO (USA) (De to IAD-Washington, DC (USA)

Feb 06 Southwest 604

Washington, DC (USA) (Dulles Apt) 02/06/2018 6:25PM

Confirmation Number

Duration Unknown Nonstop

Washington, DC (USA) (Dulles Apt) 02/06/2018 6:25PM

Flight Information

Distance 1448 miles

No Seat Assigned

Emissions 564.7 lbs of CO2

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
02/05/2018	Airline Flight	Com. Carrier	505.96	GOVCC	
02/05/2018	TMC Fee	Com. Carrier	34.30	GOVCC	
02/05/2018	Hotel Tax (CONUS & OCONUS Only)	Hotel Tax	28.35	GOVCC	
02/05/2018	Lodging	Lodging-PerDiem	180.00	GOVCC	Yes
02/05/2018	M&IE	M&IE-PerDiem	51.75	PERSONAL	Yes
02/05/2018	Trans - Airport/Hotel	Misc Expense	63.91	GOVCC	
02/05/2018	Trans - Office/Residence	Misc Expense	72.00	GOVCC	
02/06/2018	M&IE	M&IE-PerDiem	51.75	PERSONAL	Yes
02/06/2018	Trans - Airport/Hotel	Misc Expense	79.11	GOVCC	
02/09/2018	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	

Total Non-Per Diem Expenses 798.38

Total Per Diem Expenses 283.50

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
02/05/2018	180.00/ 69.00	180.00	180.00	51.75	51.75				
02/06/2018	180.00/ 69.00	0.00	0.00	51.75	51.75				
Total Per Diem Allowances									283.50

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	GOVCC	978.38
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	PERSONAL	103.50

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	1,081.88

Totals by Payment Method

Payment Method	Amount
GOVCC	978.38
PERSONAL	103.50

Document History - 03/22/2023 Vch: VCH172854

Status	Date	Time	Signature Name	Comments
PAID	02/22/2018	2:03PMEST	One, EAI User	EAI Document Status Update WS
OFFSETTING OBLIGATED	02/22/2018	12:03PMEST	One, EAI User	EAI Document Status Update WS
PENDING	02/22/2018	12:03PMEST	One, EAI User	EAI Voucher Submitted
PENDING	02/22/2018	10:15AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	02/22/2018	10:15AMEST	COX, ANGELA D	
AUTHORIZED	02/21/2018	11:09AMEST	HYDE, COURTNEY T	
ADJUSTED	02/21/2018	11:08AMEST	HYDE, COURTNEY T	
REVIEWED	02/21/2018	7:15AMEST	SPEIGHT, SADIE F	
ADJUSTED	02/21/2018	7:06AMEST	SPEIGHT, SADIE F	
SIGNED	02/20/2018	6:13AMEST	GUNASEKARA, AMANDA M	
PREPARED	02/09/2018	8:26AMEST	ATKINSON, EMILY E	
CREATED	02/09/2018	8:11AMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name _____	Approver Name _____
Traveler/Preparer Signature _____	Approver Signature _____
Date _____	Date _____

©Copyright 1989-2023 ConcurGov: SAP Concur

VCH176474 (TAA05IB0)



Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	03/08/2018 - 03/08/2018
Type Code	TEMPORARY DUTY	Trip Name	Day Trip to RTP
Organization	EPAOAR27AA	Currency	USD
Total Cost	474.49		
Current Status	PAID	Per Diem Locations	RALEIGH, NC
Next Status		Document Details	Day Trip to RTP

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	(b) (6)	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.MANDY@EPA.GOV

Trip Details

Document Information

Purpose Day Trip to RTP

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
03/08/18	03/08/18	RALEIGH, NC	2-INFORMATIONAL MEETING	115.00 / 59.00

Document Totals

Total Expenses	474.49	Advance Requested	0.00
Reimbursable Expenses	474.49	Net to Traveler	61.88
Non-Reimbursable Expenses	0.00	Net to Government	0.00
		Pay to Charge Card	412.61

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	378.90	0.00
M&IE-PerDiem	44.25	0.00
Misc Expense	36.59	0.00
Transaction Fees	14.75	0.00
Total Expenses	474.49	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	American Airlines	(b) (6)	-	344.60
COMM-CARR	American Airlines	(b) (6)	-	0.00

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
02/27/2018	Travel Fee	Com. Carrier	34.30	GOVCC	
	Comment: LB ATRS Domestic w-Air-Rail				
03/08/2018	Airline Flight	Com. Carrier	344.60	GOVCC	
03/08/2018	M&IE	M&IE-PerDiem	44.25	PERSONAL	Yes
03/08/2018	Trans - Airport/Hotel	Misc Expense	18.96	GOVCC	
03/08/2018	Trans - Office/Residence	Misc Expense	17.63	PERSONAL	
03/14/2018	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	
					Total Non-Per Diem Expenses 430.24
					Total Per Diem Expenses 44.25

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
03/08/2018	115.00/ 59.00	0.00	0.00	44.25	44.25				
Total Per Diem Allowances									44.25

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	GOVCC	412.61
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	PERSONAL	61.88

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	474.49

Totals by Payment Method

Payment Method	Amount
GOVCC	412.61
PERSONAL	61.88

Document History - 03/22/2023 Vch: VCH176474

Status	Date	Time	Signature Name	Comments
PAID	04/05/2018	4:02AMEST	One, EAI User	EAI Document Status Update WS
OFFSETTING OBLIGATED	04/04/2018	3:02PMEST	One, EAI User	EAI Document Status Update WS
PENDING	04/04/2018	3:02PMEST	One, EAI User	EAI Voucher Submitted
PENDING	04/04/2018	1:19PMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	04/04/2018	1:19PMEST	TURNER, STEVE K	
AUTHORIZED	04/03/2018	2:04PMEST	SHAW, ELIZABETH A	

Status	Date	Time	Signature Name	Comments
REVIEWED	04/03/2018	9:48AMEST	SPEIGHT, SADIE F	
SIGNED	04/02/2018	8:06AMEST	GUNASEKARA, AMANDA M	
PREPARED	03/14/2018	9:52AMEST	ATKINSON, EMILY E	
CREATED	03/14/2018	9:44AMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name	<hr/>	Approver Name	<hr/>
Traveler/Preparer Signature	<hr/>	Approver Signature	<hr/>
Date	<hr/>	Date	<hr/>

VCH180578 (TAA05NWA)



Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	04/11/2018 - 04/12/2018
Type Code	TEMPORARY DUTY	Trip Name	Ann Arbor Lab Visit (4/11) and Car Company Tour (4/12)
Organization	EPAOAR27AA	Currency	USD
Total Cost	699.93		
Current Status	PAID	Per Diem Locations	ANN ARBOR, MI
Next Status		Document Details	Ann Arbor Lab Visit (4/11) and Car Company Tour (4/12)

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	(b) (6)	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.MANDY@EPA.GOV

Trip Details

Document Information

Purpose Ann Arbor Lab Visit (4/11) and Car Company Tour (4/12)

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
04/11/18	04/12/18	ANN ARBOR, MI	2-INFORMATIONAL MEETING	120.00 / 59.00

Document Totals

Total Expenses	699.93	Advance Requested	0.00
Reimbursable Expenses	699.93	Net to Traveler	115.89
Non-Reimbursable Expenses	0.00	Net to Government	0.00
		Pay to Charge Card	584.04

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	398.70	0.00
Hotel Tax	15.03	0.00
Lodging-PerDiem	113.00	0.00
M&IE-PerDiem	88.50	0.00
Misc Expense	69.95	0.00
Transaction Fees	14.75	0.00
Total Expenses	699.93	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	Delta	(b) (6)		364.40

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	Delta	(b) (6)		0.00

Trip Itinerary

From DCA-Washington, DC (USA) (National Apt) To DTW-Detroit, MI (USA) (Metropolitan Apt)

Air

Wednesday April 11, 2018

DCA-Washington, DC (USA) to DTW-Detroit, MI (USA) (M)

Apr 11 Delta 804

Detroit, MI (USA) (Metropolitan Apt) 04/11/2018 9:03AM
Confirmation Number

Duration Unknown Nonstop

Detroit, MI (USA) (Metropolitan Apt) 04/11/2018 9:03AM

Flight Information

Distance 404 miles

No Seat Assigned

Emissions 157.6 lbs of CO2

Cost 364.40 USD

Thursday April 12, 2018

DTW-Detroit, MI (USA) (M to DCA-Washington, DC (USA))

Apr 12 Delta 2972

Washington, DC (USA) (National Apt) 04/12/2018
7:01PM
Confirmation Number

Duration Unknown Nonstop

Washington, DC (USA) (National Apt) 04/12/2018
7:01PM

Flight Information

Distance 404 miles

No Seat Assigned

Emissions 157.6 lbs of CO2

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
03/28/2018	Travel Fee	Com. Carrier	34.30	GOVCC	
<i>Comment: LB ATRS Domestic w-Air-Rail</i>					
04/11/2018	Airline Flight	Com. Carrier	364.40	GOVCC	
04/11/2018	Hotel Tax (CONUS & OCONUS Only)	Hotel Tax	15.03	GOVCC	
04/11/2018	Lodging	Lodging-PerDiem	113.00	GOVCC	Yes
04/11/2018	M&IE	M&IE-PerDiem	44.25	PERSONAL	Yes
04/11/2018	Trans - Airport/Hotel	Misc Expense	22.70	GOVCC	
04/12/2018	M&IE	M&IE-PerDiem	44.25	PERSONAL	Yes
04/12/2018	Trans - Office/Residence	Misc Expense	47.25	PERSONAL	
04/17/2018	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	
					Total Non-Per Diem Expenses 498.43
					Total Per Diem Expenses 201.50

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
04/11/2018	120.00/ 59.00	113.00	113.00	44.25	44.25				
04/12/2018	120.00/ 59.00	0.00	0.00	44.25	44.25				
Total Per Diem Allowances									201.50

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	GOVCC	564.18
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	PERSONAL	135.75

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	699.93

Totals by Payment Method

Payment Method	Amount
GOVCC	564.18
PERSONAL	135.75

Document History - 03/22/2023 Vch: VCH180578

Status	Date	Time	Signature Name	Comments
PAID	05/10/2018	9:00AMEST	One, EAI User	EAI Document Status Update WS
PENDING	05/10/2018	7:00AMEST	One, EAI User	EAI Voucher Submitted
OFFSETTING OBLIGATED	05/10/2018	7:00AMEST	One, EAI User	EAI Document Status Update WS
PENDING	05/10/2018	5:41AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	05/10/2018	5:41AMEST	FITZPATRICK, SAMUEL C	
AUTHORIZED	05/07/2018	8:17AMEST	HYDE, COURTNEY T	
ADJUSTED	05/07/2018	8:17AMEST	HYDE, COURTNEY T	
REVIEWED	05/07/2018	6:48AMEST	SPEIGHT, SADIE F	
ADJUSTED	05/07/2018	6:47AMEST	SPEIGHT, SADIE F	
ADJUSTED	05/07/2018	6:30AMEST	SPEIGHT, SADIE F	
SIGNED	05/07/2018	5:14AMEST	GUNASEKARA, AMANDA M	
PREPARED	04/17/2018	11:36AMEST	ATKINSON, EMILY E	
CREATED	04/17/2018	11:32AMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name _____	Approver Name _____
Traveler/Preparer Signature _____	Approver Signature _____
Date _____	Date _____

©Copyright 1989-2023 ConcurGov: SAP Concur

VCH180586 (TAA05MIE)



Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	03/24/2018 - 04/02/2018
Type Code	TEMPORARY DUTY	Trip Name	LA Ports Event (3/27), R9 Visit (3/28) and R8 Visit (3/29)
Organization	EPAOAR27AA	Currency	USD
Total Cost	2,067.90		
Current Status	PAID	Per Diem Locations	LONG BEACH, CA / LOS ANGELES, CA / DENVER, CO
Next Status		Document Details	LA Ports Event (3/27), R9 Visit (3/28) and R8 Visit (3/29)

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	(b) (6)	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.MANDY@EPA.GOV

Trip Details

Document Information

Purpose LA Ports Event (3/27), R9 Visit (3/28) and R8 Visit (3/29)

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
03/24/18	03/27/18	LONG BEACH, CA	2-INFORMATIONAL MEETING	173.00 / 64.00
03/27/18	03/28/18	LOS ANGELES, CA	2-INFORMATIONAL MEETING	173.00 / 64.00
03/28/18	04/02/18	DENVER, CO	2-INFORMATIONAL MEETING	180.00 / 69.00

Document Totals

Total Expenses	2,067.90	Advance Requested	0.00
Reimbursable Expenses	2,067.90	Net to Traveler	205.45
Non-Reimbursable Expenses	0.00	Net to Government	0.00

Pay to Charge Card 1,862.45

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	862.30	0.00
Hotel Tax	103.68	0.00
Lodging-PerDiem	526.00	0.00
M&IE-PerDiem	233.50	0.00
Misc Expense	327.67	0.00
Transaction Fees	14.75	0.00
Total Expenses	2,067.90	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	United	(b) (6)	?	828.00
COMM-CARR	United	(b) (6)	?	0.00
COMM-CARR	American Airlines	(b) (6)	?	0.00
COMM-CARR	United	(b) (6)	?	0.00
COMM-CARR	United	(b) (6)	?	0.00

Trip Itinerary

From	IAD-Washington, DC (USA) (Dulles Apt)	To	LAX-Los Angeles International (Usa)
Air			
Saturday March 24, 2018			
IAD-Washington, DC (USA) to LAX-Los Angeles Internat			
Mar 24	United 632 Los Angeles International (Usa) 03/24/2018 3:25PM Confirmation Number	Duration Unknown Nonstop Los Angeles International (Usa) 03/24/2018 3:25PM	
Flight Information Distance 2281 miles No Seat Assigned			
Emissions 889.6 lbs of CO2 Cost 828.00 USD			
IAD-Washington, DC (USA) to LAX-Los Angeles Internat			
Mar 24	United 1648 Los Angeles International (Usa) 03/25/2018 12:59AM Confirmation Number	Duration Unknown Nonstop Los Angeles International (Usa) 03/25/2018 12:59AM	
Flight Information Distance 2281 miles No Seat Assigned			
Emissions 889.6 lbs of CO2			
Wednesday March 28, 2018			
LAX-Los Angeles Internat to SFO-San Francisco / Oakl			
Mar 28	American Airlines 6042 San Francisco / Oakland, CA (USA) 03/28/2018 8:05AM Confirmation Number	Duration Unknown Nonstop San Francisco / Oakland, CA (USA) 03/28/2018 8:05AM	
Flight Information Distance 338 miles No Seat Assigned			
Emissions 131.8 lbs of CO2			
SFO-San Francisco / Oakl to DEN-Denver, CO (USA) (De			
Mar 28	United 1893 Denver, CO (USA) (Denver IntL. Apt) 03/28/2018 9:31PM Confirmation Number	Duration Unknown Nonstop Denver, CO (USA) (Denver IntL. Apt) 03/28/2018 9:31PM	
Flight Information Distance 965 miles No Seat Assigned			
Emissions 376.4 lbs of CO2			
Sunday April 01, 2018			
DEN-Denver, CO (USA) (De to IAD-Washington, DC (USA)			
Apr 01	United 385 Washington, DC (USA) (Dulles Apt) 04/02/2018 12:07AM Confirmation Number	Duration Unknown Nonstop Washington, DC (USA) (Dulles Apt) 04/02/2018 12:07AM	
Flight Information Distance 1448 miles No Seat Assigned			
Emissions 564.7 lbs of CO2			

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
03/15/2018	Travel Fee	Com. Carrier	34.30	GOVCC	
<i>Comment: LB ATRS Domestic w-Air-Rail</i>					

Date	Description	Category	Cost	Pay Method	Per Diem
03/24/2018	Airline Flight	Com. Carrier	828.00	GOVCC	
03/24/2018	Lodging	Lodging-PerDiem	0.00	GOVCC	Yes
	<i>Comment: No per diem or lodging today</i>				
03/24/2018	M&IE	M&IE-PerDiem	0.00	PERSONAL	Yes
	<i>Comment: No per diem or lodging today</i>				
03/25/2018	Lodging	Lodging-PerDiem	0.00	GOVCC	Yes
	<i>Comment: No per diem or lodging today</i>				
03/25/2018	M&IE	M&IE-PerDiem	0.00	PERSONAL	Yes
03/26/2018	Hotel Tax (CONUS & OCONUS Only)	Hotel Tax	27.16	GOVCC	
03/26/2018	Lodging	Lodging-PerDiem	173.00	GOVCC	Yes
03/26/2018	M&IE	M&IE-PerDiem	48.75	PERSONAL	Yes
	<i>Comment: First day of official travel - M&IE is adjusted to 75% of \$64</i>				
03/26/2018	Trans - Office/Residence	Misc Expense	54.90	GOVCC	
03/27/2018	Hotel Tax (CONUS & OCONUS Only)	Hotel Tax	26.64	GOVCC	
03/27/2018	Lodging	Lodging-PerDiem	173.00	GOVCC	Yes
03/27/2018	M&IE	M&IE-PerDiem	64.00	PERSONAL	Yes
03/27/2018	Trans - Office/Residence	Misc Expense	51.00	GOVCC	
	<i>Comment: missing receipt</i>				
03/27/2018	Trans - Airport/Hotel	Misc Expense	97.38	GOVCC	
03/28/2018	Hotel Tax (CONUS & OCONUS Only)	Hotel Tax	49.88	GOVCC	
03/28/2018	Lodging	Lodging-PerDiem	180.00	GOVCC	Yes
03/28/2018	M&IE	M&IE-PerDiem	69.00	PERSONAL	Yes
03/28/2018	Trans - Office/Residence	Misc Expense	18.90	PERSONAL	
03/29/2018	Lodging	Lodging-PerDiem	0.00	GOVCC	Yes
	<i>Comment: Traveler will not need lodging today</i>				
03/29/2018	M&IE	M&IE-PerDiem	51.75	PERSONAL	Yes
	<i>Comment: Last day of official travel - adjusted to 75% per travel regulations</i>				
03/29/2018	Trans - Airport/Hotel	Misc Expense	66.68	GOVCC	
	<i>Comment: no receipt</i>				
03/30/2018	Lodging	Lodging-PerDiem	0.00	GOVCC	Yes
	<i>Comment: No per diem or lodging today</i>				
03/30/2018	M&IE	M&IE-PerDiem	0.00	PERSONAL	Yes
	<i>Comment: No per diem or lodging today</i>				
03/31/2018	Lodging	Lodging-PerDiem	0.00	GOVCC	Yes
	<i>Comment: No per diem or lodging today</i>				
03/31/2018	M&IE	M&IE-PerDiem	0.00	PERSONAL	Yes
	<i>Comment: No per diem or lodging today</i>				
04/01/2018	Lodging	Lodging-PerDiem	0.00	GOVCC	Yes
	<i>Comment: No per diem or lodging today</i>				
04/01/2018	M&IE	M&IE-PerDiem	0.00	PERSONAL	Yes
	<i>Comment: No per diem or lodging today</i>				
04/01/2018	Trans - Airport/Hotel	Misc Expense	38.81	PERSONAL	
04/02/2018	M&IE	M&IE-PerDiem	0.00	PERSONAL	Yes
	<i>Comment: No per diem or lodging today</i>				
04/17/2018	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	

Total Non-Per Diem Expenses 1,308.40

Total Per Diem Expenses 759.50

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
03/24/2018	173.00/ 64.00	0.00	0.00	0.00	0.00				
03/25/2018	173.00/ 64.00	0.00	0.00	0.00	0.00				
03/26/2018	173.00/ 64.00	173.00	173.00	48.75	48.75				
03/27/2018	173.00/ 64.00	173.00	173.00	64.00	64.00				
03/28/2018	180.00/ 69.00	180.00	180.00	69.00	69.00				
03/29/2018	180.00/ 69.00	0.00	0.00	51.75	51.75				
03/30/2018	180.00/ 69.00	0.00	0.00	0.00	0.00				
03/31/2018	180.00/ 69.00	0.00	0.00	0.00	0.00				
04/01/2018	180.00/ 69.00	0.00	0.00	0.00	0.00				
04/02/2018	180.00/ 69.00	0.00	0.00	0.00	0.00				
Total Per Diem Allowances									759.50

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	GOVCC	1,776.69
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	PERSONAL	291.21

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	2,067.90

Totals by Payment Method

Payment Method	Amount
GOVCC	1,776.69
PERSONAL	291.21

Document History - 03/22/2023 Vch: VCH180586

Status	Date	Time	Signature Name	Comments
PAID	05/09/2018	12:01PMEST	One, EAI User	EAI Document Status Update WS
PENDING	05/09/2018	10:01AMEST	One, EAI User	EAI Voucher Submitted
OFFSETTING OBLIGATED	05/09/2018	10:01AMEST	One, EAI User	EAI Document Status Update WS
PENDING	05/09/2018	8:08AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	05/09/2018	8:08AMEST	POWERS, JEANNA M	
AUTHORIZED	05/07/2018	8:19AMEST	HYDE, COURTNEY T	
ADJUSTED	05/07/2018	8:18AMEST	HYDE, COURTNEY T	

Status	Date	Time	Signature Name	Comments
REVIEWED	05/07/2018	7:51AMEST	SPEIGHT, SADIE F	
ADJUSTED	05/07/2018	6:52AMEST	SPEIGHT, SADIE F	
SIGNED	05/07/2018	5:14AMEST	GUNASEKARA, AMANDA M	
PREPARED	04/17/2018	12:16PMEST	ATKINSON, EMILY E	
CREATED	04/17/2018	12:00PMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name	<hr/>	Approver Name	<hr/>
Traveler/Preparer Signature	<hr/>	Approver Signature	<hr/>
Date	<hr/>	Date	<hr/>

Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	05/01/2018 - 05/01/2018
Type Code	TEMPORARY DUTY	Trip Name	ADD Meeting
Organization	EPAOAR27AA	Currency	USD
Total Cost	475.90		
Current Status	PAID	Per Diem Locations	ANN ARBOR, MI
Next Status		Document Details	ADD Meeting

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	(b) (6)	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.MANDY@EPA.GOV

Trip Details

Document Information

Purpose ADD Meeting

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
05/01/18	05/01/18	ANN ARBOR, MI	2-INFORMATIONAL MEETING	120.00 / 59.00

Document Totals

Total Expenses	475.90	Advance Requested	0.00
Reimbursable Expenses	475.90	Net to Traveler	44.25
Non-Reimbursable Expenses	0.00	Net to Government	0.00

Pay to Charge Card 431.65

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	398.90	0.00
M&IE-PerDiem	44.25	0.00
Misc Expense	18.00	0.00
Transaction Fees	14.75	0.00
Total Expenses	475.90	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	Delta	(b) (6) !		364.40
COMM-CARR	Delta	(b) (6) !		0.00

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
03/28/2018	Travel Fee	Com. Carrier	34.30	GOVCC	
<i>Comment: LB ATRS Domestic w-Air-Rail</i>					
05/01/2018	Airline Flight	Com. Carrier	364.60	GOVCC	
05/01/2018	M&IE	M&IE-PerDiem	44.25	PERSONAL	Yes
05/01/2018	Trans - Airport/Hotel	Misc Expense	18.00	GOVCC	
05/14/2018	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	
					Total Non-Per Diem Expenses 431.65
					Total Per Diem Expenses 44.25

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
05/01/2018	120.00/ 59.00	0.00	0.00	44.25	44.25				
Total Per Diem Allowances									44.25

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	GOVCC	431.65
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	PERSONAL	44.25

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	17 Immediate Office	8AT.20172018.B.27A.101A46.MN272700.	475.90

Totals by Payment Method

Payment Method	Amount
GOVCC	431.65
PERSONAL	44.25

Document History - 03/22/2023 Vch: VCH184465

Status	Date	Time	Signature Name	Comments
PAID	06/08/2018	10:39AMEST	One, EAI User	EAI Document Status Update WS
PENDING	06/08/2018	7:39AMEST	One, EAI User	EAI Voucher Submitted
OFFSETTING OBLIGATED	06/08/2018	7:39AMEST	One, EAI User	EAI Document Status Update WS
PENDING	06/08/2018	5:47AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	06/08/2018	5:47AMEST	SULLENDER, KATHRYN A	
AUTHORIZED	06/06/2018	1:51PMEST	SHAW, ELIZABETH A	
REVIEWED	06/06/2018	11:44AMEST	SPEIGHT, SADIE F	

Status	Date	Time	Signature Name	Comments
SIGNED	06/06/2018	6:38AMEST	GUNASEKARA, AMANDA M	
PREPARED	05/14/2018	6:39AMEST	ATKINSON, EMILY E	
CREATED	05/14/2018	6:36AMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name	<hr/>	Approver Name	<hr/>
Traveler/Preparer Signature	<hr/>	Approver Signature	<hr/>
Date	<hr/>	Date	<hr/>

Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	4-SPEECH OR PRESENTATION
Document Type	Vch	Travel Dates	05/09/2018 - 05/10/2018
Type Code	TEMPORARY DUTY	Trip Name	Speech to the Eastern Fuel Buyers Conference
Organization	EPAOAR27AA	Currency	USD
Total Cost	893.28		
Current Status	PAID	Per Diem Locations	ORLANDO, FL
Next Status		Document Details	Speech to the Eastern Fuel Buyers Conference

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	(b) (6)	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.MANDY@EPA.GOV

Trip Details

Document Information

Purpose Speech to the Eastern Fuel Buyers Conference

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
05/09/18	05/10/18	ORLANDO, FL	4-SPEECH OR PRESENTATION	121.00 / 59.00

Document Totals

Total Expenses	893.28	Advance Requested	0.00
Reimbursable Expenses	893.28	Net to Traveler	56.68
Non-Reimbursable Expenses	0.00	Net to Government	0.00
		Pay to Charge Card	836.60

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	332.00	0.00
Hotel Tax	32.38	0.00
Lodging-PerDiem	259.00	0.00
M&IE-PerDiem	88.50	0.00
Misc Expense	166.65	0.00
Transaction Fees	14.75	0.00
Total Expenses	893.28	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	American Airlines	(b) (6)	-	160.40

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	American Airlines	(b) (6)		0.00

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
05/01/2018	Travel Fee Comment: LB ATRS Domestic w-Air-Rail	Com. Carrier	34.30	GOVCC	
05/03/2018	Travel Fee Comment: LB ATRS Domestic w-Air-Rail	Com. Carrier	34.30	GOVCC	
05/09/2018	Airline Flight Comment: Original \$160.40 ticket refunded	Com. Carrier	0.00	GOVCC	
05/09/2018	Airline Flight	Com. Carrier	183.20	GOVCC	
05/09/2018	Airline Flight	Com. Carrier	80.20	GOVCC	
05/09/2018	Hotel Tax (CONUS & OCONUS Only)	Hotel Tax	32.38	GOVCC	
05/09/2018	Lodging	Lodging-PerDiem	259.00	GOVCC	Yes
05/09/2018	M&IE	M&IE-PerDiem	44.25	PERSONAL	Yes
05/09/2018	Trans - Office/Residence	Misc Expense	16.42	GOVCC	
05/10/2018	M&IE	M&IE-PerDiem	44.25	PERSONAL	Yes
05/10/2018	Trans - Airport/Hotel	Misc Expense	76.53	GOVCC	
05/10/2018	Trans - Office/Residence	Misc Expense	73.70	GOVCC	
05/23/2018	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	
					Total Non-Per Diem Expenses 545.78
					Total Per Diem Expenses 347.50

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
05/09/2018	121.00/ 59.00	259.00	259.00	44.25	44.25				
05/10/2018	121.00/ 59.00	0.00	0.00	44.25	44.25				
Total Per Diem Allowances									347.50

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	18 Immediate Office	8AT.20182019.B.27A.000A46.MN272700.	GOVCC	804.78
EPAOAR27AA	18 Immediate Office	8AT.20182019.B.27A.000A46.MN272700.	PERSONAL	88.50

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	18 Immediate Office	8AT.20182019.B.27A.000A46.MN272700.	893.28

Totals by Payment Method

Payment Method	Amount
GOVCC	804.78
PERSONAL	88.50

Document History - 03/22/2023 Vch: VCH186074

Status	Date	Time	Signature Name	Comments
PAID	06/08/2018	2:39AMEST	One, EAI User	EAI Document Status Update WS
PENDING	06/07/2018	1:38PMEST	One, EAI User	EAI Voucher Submitted
OFFSETTING OBLIGATED	06/07/2018	1:38PMEST	One, EAI User	EAI Document Status Update WS
PENDING	06/07/2018	10:53AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	06/07/2018	10:53AMEST	FITZPATRICK, SAMUEL C	
AUTHORIZED	06/06/2018	1:49PMEST	SHAW, ELIZABETH A	
REVIEWED	06/06/2018	9:30AMEST	SPEIGHT, SADIE F	
SIGNED	06/06/2018	6:39AMEST	GUNASEKARA, AMANDA M	
PREPARED	05/23/2018	12:22PMEST	ATKINSON, EMILY E	
CREATED	05/23/2018	12:03PMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name	<hr/>	Approver Name	<hr/>
Traveler/Preparer Signature	<hr/>	Approver Signature	<hr/>
Date	<hr/>	Date	<hr/>

VCH190491 (TAA060FQ)



Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	06/20/2018 - 06/20/2018
Type Code	TEMPORARY DUTY	Trip Name	Day Trip to RTP w/ Administrator Pruitt
Organization	EPAOAR27AA	Currency	USD
Total Cost	513.45		
Current Status	PAID	Per Diem Locations	RALEIGH, NC
Next Status		Document Details	Day Trip to RTP w/ Administrator Pruitt

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	(b) (6)	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.MANDY@EPA.GOV

Trip Details

Document Information

Purpose Day Trip to RTP w/ Administrator Pruitt

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
06/20/18	06/20/18	RALEIGH, NC	2-INFORMATIONAL MEETING	115.00 / 59.00

Document Totals

Total Expenses	513.45	Advance Requested	0.00
Reimbursable Expenses	513.45	Net to Traveler	0.00
Non-Reimbursable Expenses	0.00	Net to Government	0.00

Pay to Charge Card 513.45

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	498.70	0.00
Transaction Fees	14.75	0.00
Total Expenses	513.45	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	American Airlines	(b) (6)		464.40
COMM-CARR	American Airlines	(b) (6)	-	0.00

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
06/15/2018	Travel Fee	Com. Carrier	34.30	GOVCC	
	<i>Comment: LB ATRS Domestic w-Air-Rail</i>				
06/20/2018	Airline Flight	Com. Carrier	464.40	GOVCC	
06/25/2018	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	
					Total Non-Per Diem Expenses 513.45
					Total Per Diem Expenses 0.00

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
06/20/2018	115.00/ 59.00	0.00	0.00	0.00	0.00				
Total Per Diem Allowances									0.00

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	18 Immediate Office	8AT.20182019.B.27A.000A46.MN272700.	GOVCC	513.45

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	18 Immediate Office	8AT.20182019.B.27A.000A46.MN272700.	513.45

Totals by Payment Method

Payment Method	Amount
GOVCC	513.45

Document History - 03/22/2023 Vch: VCH190491

Status	Date	Time	Signature Name	Comments
PAID	06/29/2018	12:27PMEST	One, EAI User	EAI Document Status Update WS
OFFSETTING OBLIGATED	06/29/2018	9:26AMEST	One, EAI User	EAI Document Status Update WS
PENDING	06/29/2018	9:26AMEST	One, EAI User	EAI Voucher Submitted
PENDING	06/29/2018	6:35AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	06/29/2018	6:35AMEST	FITZPATRICK, SAMUEL C	
AUTHORIZED	06/26/2018	11:48AMEST	SHAW, ELIZABETH A	
REVIEWED	06/26/2018	5:48AMEST	SPEIGHT, SADIE F	
SIGNED	06/25/2018	1:12PMEST	GUNASEKARA, AMANDA M	
PREPARED	06/25/2018	12:48PMEST	ATKINSON, EMILY E	
CREATED	06/25/2018	12:46PMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer
Name _____

Approver Name _____

Traveler/Preparer
Signature _____Approver
Signature _____

Date _____

Date _____

©Copyright 1989-2023 ConcurGov: SAP Concur

VCH190501 (TAA05ZG9)



Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	4-SPEECH OR PRESENTATION
Document Type	Vch	Travel Dates	06/11/2018 - 06/13/2018
Type Code	TEMPORARY DUTY	Trip Name	Trip from Washington to Kansas City
Organization	EPAOAR27AA	Currency	USD
Total Cost	2,088.59		
Current Status	PAID	Per Diem Locations	KANSAS CITY, MO / SIOUX FALLS, SD
Next Status		Document Details	Traveling with Admin. for a conference

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	(b) (6)	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.MANDY@EPA.GOV

Trip Details

Document Information

Purpose Traveling with Admin. for a conference

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
06/11/18	06/12/18	KANSAS CITY, MO	4-SPEECH OR PRESENTATION	121.00 / 64.00
06/12/18	06/13/18	SIOUX FALLS, SD	4-SPEECH OR PRESENTATION	93.00 / 51.00

Document Totals

Total Expenses	2,088.59	Advance Requested	0.00
Reimbursable Expenses	2,088.59	Net to Traveler	63.42
Non-Reimbursable Expenses	0.00	Net to Government	0.00
		Pay to Charge Card	2,025.17

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	1,586.00	0.00
Hotel Tax	33.21	0.00
Lodging-PerDiem	226.59	0.00
M&IE-PerDiem	137.25	0.00
Misc Expense	90.79	0.00
Transaction Fees	14.75	0.00
Total Expenses	2,088.59	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	Southwest	(b) (6)		452.80
COMM-CARR	Southwest	(b) (6)		0.00
COMM-CARR	Delta	(b) (6)		1,064.60
COMM-CARR	Delta	(b) (6)	;	0.00
COMM-CARR	United	(b) (6)		0.00
COMM-CARR	United	(b) (6)	;	0.00

Trip Itinerary

From DCA-Washington, DC (USA) (National Apt) To MDW-Chicago, IL (USA) (Midway Apt)

Air

Monday June 11, 2018

DCA-Washington, DC (USA) to MDW-Chicago, IL (USA) (M

Jun 11 Southwest 1073 Duration 2 Hours 10 Minutes Nonstop
 Chicago, IL (USA) (Midway Apt) 06/11/2018 7:10PM Chicago, IL (USA) (Midway Apt) 06/11/2018 7:10PM
 Confirmation Number

Flight Information

Distance 599 miles Emissions 233.6 lbs of CO2
 No Seat Assigned Cost 452.80 USD

MDW-Chicago, IL (USA) (M to MCI-Kansas City, MO (USA

Jun 11 Southwest 462 Duration 1 Hour 20 Minutes Nonstop
 Kansas City, MO (USA) (IntL. Apt) 06/11/2018 10:50PM Kansas City, MO (USA) (IntL. Apt) 06/11/2018 10:50PM
 Confirmation Number

Flight Information

Distance 403 miles Emissions 157.2 lbs of CO2
 No Seat Assigned

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
06/08/2018	Travel Fee	Com. Carrier	34.30	GOVCC	
<i>Comment: LB ATRS Domestic w-Air-Rail</i>					
06/11/2018	Airline Flight	Com. Carrier	452.80	GOVCC	
<i>Comment: Traveler booked a ticket on the contract carrier (American Airlines), however, that flight was delayed and had to be rebooked on this Southwest ticket in order to arrive at her destination on time.</i>					
06/11/2018	TMC Fee	Com. Carrier	34.30	GOVCC	
06/11/2018	Hotel Tax (CONUS & OCONUS Only)	Hotel Tax	19.71	GOVCC	
06/11/2018	Lodging	Lodging-PerDiem	111.60	GOVCC	Yes
06/11/2018	M&IE	M&IE-PerDiem	48.00	PERSONAL	Yes
06/11/2018	Trans - Office/Residence	Misc Expense	18.17	GOVCC	
06/12/2018	Airline Flight	Com. Carrier	1,064.60	GOVCC	
<i>Comment: TICKET=(b) (6) .TICKET=(b) (6) United Airlines Ticket \$410.24 (contract rate between DC and Sioux Falls is \$292) Delta Airlines Ticket \$546.05 (no contract fare exists between Kansas City and Sioux Falls) Southwest Airlines Ticket \$400 (American is the contract carrier at \$187 but that flight was delayed so the travelers booked a SW ticket)</i>					
06/12/2018	Hotel Tax (CONUS & OCONUS Only)	Hotel Tax	13.50	GOVCC	
06/12/2018	Lodging	Lodging-PerDiem	114.99	GOVCC	Yes
<i>Comment: Traveler stayed at an above per diem hotel</i>					
06/12/2018	M&IE	M&IE-PerDiem	51.00	PERSONAL	Yes
06/13/2018	M&IE	M&IE-PerDiem	38.25	PERSONAL	Yes
06/13/2018	Trans - Airport/Hotel	Misc Expense	72.62	GOVCC	

Date	Description	Category	Cost	Pay Method	Per Diem
06/25/2018	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	
Total Non-Per Diem Expenses					1,724.75
Total Per Diem Expenses					363.84

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
06/11/2018	121.00/ 64.00	111.60	111.60	48.00	48.00				
06/12/2018	93.00/ 51.00	114.99	114.99	51.00	51.00				
06/13/2018	93.00/ 51.00	0.00	0.00	38.25	38.25				
Total Per Diem Allowances									363.84

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	18 Immediate Office	8AT.20182019.B.27A.000A46.MN272700.	GOVCC	1,951.34
EPAOAR27AA	18 Immediate Office	8AT.20182019.B.27A.000A46.MN272700.	PERSONAL	137.25

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	18 Immediate Office	8AT.20182019.B.27A.000A46.MN272700.	2,088.59

Totals by Payment Method

Payment Method	Amount
GOVCC	1,951.34
PERSONAL	137.25

Document History - 03/22/2023 Vch: VCH190501

Status	Date	Time	Signature Name	Comments
PAID	06/28/2018	4:24AMEST	One, EAI User	EAI Document Status Update WS
PENDING	06/27/2018	2:29PMEST	One, EAI User	EAI Voucher Submitted
OFFSETTING OBLIGATED	06/27/2018	2:29PMEST	One, EAI User	EAI Document Status Update WS
PENDING	06/27/2018	12:02PMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	06/27/2018	12:02PMEST	SULLENDER, KATHRYN A	
AUTHORIZED	06/26/2018	11:49AMEST	SHAW, ELIZABETH A	
REVIEWED	06/26/2018	6:02AMEST	SPEIGHT, SADIE F	
	06/26/2018	5:57AMEST	SPEIGHT, SADIE F	
ADJUSTED	06/26/2018	5:48AMEST	SPEIGHT, SADIE F	
SIGNED	06/25/2018	1:12PMEST	GUNASEKARA, AMANDA M	
PREPARED	06/25/2018	1:06PMEST	ATKINSON, EMILY E	

Status	Date	Time	Signature Name	Comments
CREATED	06/25/2018	12:52PMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name	<hr/>	Approver Name	<hr/>
Traveler/Preparer Signature	<hr/>	Approver Signature	<hr/>
Date	<hr/>	Date	<hr/>

©Copyright 1989-2023 ConcurGov: SAP Concur

VCH192067 (TAA060XX)



Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	06/22/2018 - 06/22/2018
Type Code	TEMPORARY DUTY	Trip Name	Cancelled Day Trip to Kansas City with the Administrator
Organization	EPAOAR27AA	Currency	USD
Total Cost	49.05		
Current Status	PAID	Per Diem Locations	KANSAS CITY, MO
Next Status		Document Details	Cancelled Day Trip to Kansas City with the Administrator

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	(b) (6)	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.MANDY@EPA.GOV

Trip Details

Document Information

Purpose Cancelled Day Trip to Kansas City with the Administrator

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
06/22/18	06/22/18	KANSAS CITY, MO	2-INFORMATIONAL MEETING	121.00 / 64.00

Document Totals

Total Expenses	49.05	Advance Requested	0.00
Reimbursable Expenses	49.05	Net to Traveler	0.00
Non-Reimbursable Expenses	0.00	Net to Government	0.00

Pay to Charge Card 49.05

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	34.30	0.00
Transaction Fees	14.75	0.00
Total Expenses	49.05	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	American Airlines	(b) (6)	I	240.40
COMM-CARR	American Airlines	(b) (6)	I	0.00

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
06/20/2018	Travel Fee	Com. Carrier	34.30	GOVCC	
	<i>Comment: LB ATRS Domestic w-Air-Rail</i>				
06/22/2018	Airline Flight	Com. Carrier	0.00	GOVCC	
	<i>Comment: Flight refunded at \$240.40</i>				
06/22/2018	M&IE	M&IE-PerDiem	0.00	PERSONAL	Yes
	<i>Comment: Trip cancelled so no per diem</i>				
07/09/2018	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	
					Total Non-Per Diem Expenses 49.05
					Total Per Diem Expenses 0.00

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
06/22/2018	121.00/ 64.00	0.00	0.00	0.00	0.00				
Total Per Diem Allowances									0.00

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	18 Immediate Office	8AT.20182019.B.27A.000A46.MN272700.	GOVCC	49.05

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	18 Immediate Office	8AT.20182019.B.27A.000A46.MN272700.	49.05

Totals by Payment Method

Payment Method	Amount
GOVCC	49.05

Document History - 03/22/2023 Vch: VCH192067

Status	Date	Time	Signature Name	Comments
PAID	07/23/2018	11:00AMEST	One, EAI User	EAI Document Status Update WS
OFFSETTING OBLIGATED	07/23/2018	9:00AMEST	One, EAI User	EAI Document Status Update WS
PENDING	07/23/2018	9:00AMEST	One, EAI User	EAI Voucher Submitted
PENDING	07/23/2018	7:42AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	07/23/2018	7:42AMEST	SULLENDER, KATHRYN A	
AUTHORIZED	07/20/2018	11:54AMEST	SHAW, ELIZABETH A	
REVIEWED	07/20/2018	8:22AMEST	SPEIGHT, SADIE F	
SIGNED	07/20/2018	7:23AMEST	GUNASEKARA, AMANDA M	

Status	Date	Time	Signature Name	Comments
PREPARED	07/09/2018	10:02AMEST	ATKINSON, EMILY E	
CREATED	07/09/2018	9:54AMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name	<hr/>	Approver Name	<hr/>
Traveler/Preparer Signature	<hr/>	Approver Signature	<hr/>
Date	<hr/>	Date	<hr/>

©Copyright 1989-2023 ConcurGov: SAP Concur

VCH192991 (TAA061KZ)



Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	06/26/2018 - 06/29/2018
Type Code	TEMPORARY DUTY	Trip Name	CEC Meeting with the Administrator (6/26 - 27); Stakeholder Meetings in Santa Barbara (6/27 - 28); Stakeholder Meeting in San Francisco (6/28 - 29)
Organization	EPAOAR27AA	Currency	USD
Total Cost	2,324.73		
Current Status	PAID	Per Diem Locations	OKLAHOMA CITY, OK / SANTA BARBARA, CA / SAN FRANCISCO, CA
Next Status		Document Details	CEC Meeting with the Administrator (6/26 - 27); Stakeholder Meetings in Santa Barbara (6/27); Stakeholder Meeting in San Francisco (6/28 - 29)

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	(b) (6)	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.MANDY@EPA.GOV

Trip Details

Document Information

Purpose CEC Meeting with the Administrator (6/26 - 27); Stakeholder Meetings in Santa Barbara (6/27); Stakeholder Meeting in San Francisco (6/28 - 29)

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
06/26/18	06/27/18	OKLAHOMA CITY, OK	2-INFORMATIONAL MEETING	95.00 / 59.00
06/27/18	06/28/18	SANTA BARBARA, CA	2-INFORMATIONAL MEETING	167.00 / 74.00
06/28/18	06/29/18	SAN FRANCISCO, CA	2-INFORMATIONAL MEETING	276.00 / 74.00

Document Totals

Total Expenses	2,324.73	Advance Requested	0.00
Reimbursable Expenses	2,324.73	Net to Traveler	122.24
Non-Reimbursable Expenses	0.00	Net to Government	0.00
		Pay to Charge Card	2,202.49

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	1,321.70	0.00
Hotel Tax	108.40	0.00
Lodging-PerDiem	517.00	0.00
M&IE-PerDiem	247.75	0.00
Misc Expense	115.13	0.00
Transaction Fees	14.75	0.00
Total Expenses	2,324.73	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	American Airlines	(b) (6)		0.00
COMM-CARR	American Airlines			0.00
COMM-CARR	American Airlines			0.00
COMM-CARR	American Airlines			0.00
COMM-CARR	United			0.00
COMM-CARR	American Airlines			0.00
COMM-CARR	United			0.00
LODGE	AC Hotels			95.00
LODGE	Hyatt		Santa Barbara,CA	167.00
LODGE	Kimpton Hotels		San Francisco,CA	255.00

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
06/25/2018	Travel Fee	Com. Carrier	34.30	GOVCC	
	Comment: LB ATRS Domestic w-Air-Rail				
06/25/2018	Travel Fee	Com. Carrier	34.30	GOVCC	
	Comment: LB ATRS Domestic w-Air-Rail				
06/26/2018	Airline Flight	Com. Carrier	1,218.80	GOVCC	
06/26/2018	Hotel Tax (CONUS & OCONUS Only)	Hotel Tax	13.42	GOVCC	
06/26/2018	Lodging	Lodging-PerDiem	95.00	GOVCC	Yes
	Comment: Conf Num(b) (6) ? Cmt:				
06/26/2018	M&IE	M&IE-PerDiem	44.25	PERSONAL	Yes
06/26/2018	Trans - Airport/Hotel	Misc Expense	17.24	PERSONAL	
06/27/2018	Hotel Tax (CONUS & OCONUS Only)	Hotel Tax	23.92	GOVCC	
06/27/2018	Lodging	Lodging-PerDiem	167.00	GOVCC	Yes
	Comment: Conf Num(b) (6) Cmt:				
06/27/2018	M&IE	M&IE-PerDiem	74.00	PERSONAL	Yes
06/28/2018	Travel Fee	Com. Carrier	34.30	GOVCC	
	Comment: LB ATRS Domestic w-Air-Rail				
06/28/2018	Hotel Tax (CONUS & OCONUS Only)	Hotel Tax	71.06	GOVCC	
06/28/2018	Lodging	Lodging-PerDiem	255.00	GOVCC	Yes

Date	Description	Category	Cost	Pay Method	Per Diem
	Comment: Conf Num: (b) (6) Cmt:				
06/28/2018	M&IE	M&IE-PerDiem	74.00	PERSONAL	Yes
06/29/2018	M&IE	M&IE-PerDiem	55.50	PERSONAL	Yes
06/29/2018	Trans - Airport/Hotel	Misc Expense	79.33	PERSONAL	
06/29/2018	Trans - Office/Residence	Misc Expense	18.56	GOVCC	
07/18/2018	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	
					Total Non-Per Diem Expenses 1,559.98
					Total Per Diem Expenses 764.75

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
06/26/2018	95.00/ 59.00	95.00	95.00	44.25	44.25				
06/27/2018	167.00/ 74.00	167.00	167.00	74.00	74.00				
06/28/2018	276.00/ 74.00	255.00	255.00	74.00	74.00				
06/29/2018	276.00/ 74.00	0.00	0.00	55.50	55.50				
								Total Per Diem Allowances	764.75

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	18 Immediate Office	8AT.20182019.B.27A.000A46.MN272700.	GOVCC	1,980.41
EPAOAR27AA	18 Immediate Office	8AT.20182019.B.27A.000A46.MN272700.	PERSONAL	344.32

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	18 Immediate Office	8AT.20182019.B.27A.000A46.MN272700.	2,324.73

Totals by Payment Method

Payment Method	Amount
GOVCC	1,980.41
PERSONAL	344.32

Document History - 03/22/2023 Vch: VCH192991

Status	Date	Time	Signature Name	Comments
PAID	08/30/2018	6:03AMEST	One, EAI User	EAI Document Status Update WS
OFFSETTING OBLIGATED	08/30/2018	3:03AMEST	One, EAI User	EAI Document Status Update WS
PENDING	08/30/2018	3:03AMEST	One, EAI User	EAI Voucher Submitted
PENDING	08/29/2018	1:28PMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	08/29/2018	1:28PMEST	POWERS, JEANNA M	

Status	Date	Time	Signature Name	Comments
AUTHORIZED	08/27/2018	10:43AMEST	HYDE, COURTNEY T	
REVIEWED	08/27/2018	7:15AMEST	SPEIGHT, SADIE F	
SIGNED	08/24/2018	8:52AMEST	GUNASEKARA, AMANDA M	
ADJUSTED	08/24/2018	8:51AMEST	GUNASEKARA, AMANDA M	
RETURNED	08/02/2018	3:40AMEST	MARTINI, SARAH J	Adjustment made after authorized. Please resign your voucher.
PREPARED	08/01/2018	10:01AMEST	ATKINSON, EMILY E	
ADJUSTED	08/01/2018	9:59AMEST	ATKINSON, EMILY E	
AUTHORIZED	07/20/2018	12:01PMEST	SHAW, ELIZABETH A	
REVIEWED	07/20/2018	8:25AMEST	SPEIGHT, SADIE F	
ADJUSTED	07/20/2018	8:23AMEST	SPEIGHT, SADIE F	
SIGNED	07/20/2018	7:24AMEST	GUNASEKARA, AMANDA M	
PREPARED	07/18/2018	9:06AMEST	ATKINSON, EMILY E	
CREATED	07/18/2018	8:15AMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name	<hr/>	Approver Name	<hr/>
Traveler/Preparer Signature	<hr/>	Approver Signature	<hr/>
Date	<hr/>	Date	<hr/>

Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	07/17/2018 - 07/17/2018
Type Code	TEMPORARY DUTY	Trip Name	Day Trip to RTP
Organization	EPAOAR27AA	Currency	USD
Total Cost	472.40		
Current Status	PAID	Per Diem Locations	RALEIGH, NC
Next Status		Document Details	Day Trip to RTP

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	(b) (6)	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.MANDY@EPA.GOV

Trip Details

Document Information

Purpose Day Trip to RTP

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
07/17/18	07/17/18	RALEIGH, NC		115.00 / 59.00

Document Totals

Total Expenses	472.40	Advance Requested	0.00
Reimbursable Expenses	472.40	Net to Traveler	60.61
Non-Reimbursable Expenses	0.00	Net to Government	0.00
		Pay to Charge Card	411.79

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	378.70	0.00
M&IE-PerDiem	44.25	0.00
Misc Expense	34.70	0.00
Transaction Fees	14.75	0.00
Total Expenses	472.40	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	American Airlines	(b) (6)		344.40
COMM-CARR	American Airlines			0.00

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
07/05/2018	Travel Fee Comment: LB ATRS Domestic w/Air-Rail	Com. Carrier	34.30	GOVCC	
<hr/>					
07/17/2018	Airline Flight	Com. Carrier	344.40	GOVCC	
07/17/2018	M&IE	M&IE-PerDiem	44.25	PERSONAL	Yes
07/17/2018	Trans - Airport/Hotel	Misc Expense	18.34	GOVCC	
07/17/2018	Trans - Office/Residence	Misc Expense	16.36	PERSONAL	
07/18/2018	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	
<hr/>					
					Total Non-Per Diem Expenses 428.15
					Total Per Diem Expenses 44.25

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
07/17/2018	115.00/ 59.00	0.00	0.00	44.25	44.25				
<hr/>									Total Per Diem Allowances 44.25

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	18 Immediate Office	8AT.20182019.B.27A.000A46.MN272700.	GOVCC	411.79
EPAOAR27AA	18 Immediate Office	8AT.20182019.B.27A.000A46.MN272700.	PERSONAL	60.61

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	18 Immediate Office	8AT.20182019.B.27A.000A46.MN272700.	472.40

Totals by Payment Method

Payment Method	Amount
GOVCC	411.79
PERSONAL	60.61

Document History - 03/22/2023 Vch: VCH193009

Status	Date	Time	Signature Name	Comments
PAID	07/23/2018	2:00PMEST	One, EAI User	EAI Document Status Update WS
PENDING	07/23/2018	12:00PMEST	One, EAI User	EAI Voucher Submitted
OFFSETTING OBLIGATED	07/23/2018	12:00PMEST	One, EAI User	EAI Document Status Update WS
PENDING	07/23/2018	10:59AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	07/23/2018	10:59AMEST	TURNER, STEVE K	
AUTHORIZED	07/20/2018	11:54AMEST	SHAW, ELIZABETH A	

Status	Date	Time	Signature Name	Comments
REVIEWED	07/20/2018	8:31AMEST	SPEIGHT, SADIE F	
SIGNED	07/20/2018	7:24AMEST	GUNASEKARA, AMANDA M	
PREPARED	07/18/2018	9:37AMEST	ATKINSON, EMILY E	
CREATED	07/18/2018	9:35AMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name	<hr/>	Approver Name	<hr/>
Traveler/Preparer Signature	<hr/>	Approver Signature	<hr/>
Date	<hr/>	Date	<hr/>

VCH194788 (TAA060LQ)



Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	07/24/2018 - 07/24/2018
Type Code	TEMPORARY DUTY	Trip Name	Day Trip to Ann Arbor Lab
Organization	EPAOAR27AA	Currency	USD
Total Cost	49.05		
Current Status	PAID	Per Diem Locations	DETROIT, MI
Next Status		Document Details	Day Trip to Ann Arbor Lab (Cancelled) - voucher for the TMC fee

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	(b) (6)	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.MANDY@EPA.GOV

Trip Details

Document Information

Purpose Day Trip to Ann Arbor Lab (Cancelled) - voucher for the TMC fee

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
07/24/18	07/24/18	DETROIT, MI	2-INFORMATIONAL MEETING	126.00 / 54.00

Document Totals

Total Expenses	49.05	Advance Requested	0.00
Reimbursable Expenses	49.05	Net to Traveler	0.00
Non-Reimbursable Expenses	0.00	Net to Government	0.00
		Pay to Charge Card	49.05

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	34.30	0.00
Transaction Fees	14.75	0.00
Total Expenses	49.05	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	elta	(b) (6)		364.40
COMM-CARR	elta			0.00

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
07/11/2018	Travel Fee	Com. Carrier	34.30	GOVCC	
	<i>Comment: LB ATRS Domestic w-Air-Rail</i>				
07/24/2018	Airline Flight	Com. Carrier	0.00	GOVCC	
	<i>Comment: Ticket refunded - trip was cancelled</i>				
07/31/2018	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	
					Total Non-Per Diem Expenses 49.05
					Total Per Diem Expenses 0.00

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
07/24/2018	126.00/ 54.00	0.00	0.00	0.00	0.00				
Total Per Diem Allowances									0.00

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	18 Immediate Office	8AT.20182019.B.27A.000A46.MN272700.	GOVCC	49.05

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	18 Immediate Office	8AT.20182019.B.27A.000A46.MN272700.	49.05

Totals by Payment Method

Payment Method	Amount
GOVCC	49.05

Document History - 03/22/2023 Vch: VCH194788

Status	Date	Time	Signature Name	Comments
PAID	08/30/2018	6:03AMEST	One, EAI User	EAI Document Status Update WS
OFFSETTING OBLIGATED	08/30/2018	3:03AMEST	One, EAI User	EAI Document Status Update WS
PENDING	08/30/2018	3:03AMEST	One, EAI User	EAI Voucher Submitted
PENDING	08/29/2018	1:28PMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	08/29/2018	1:28PMEST	POWERS, JEANNA M	
ADJUSTED	08/27/2018	10:45AMEST	GUNASEKARA, AMANDA M	
AUTHORIZED	08/27/2018	10:42AMEST	HYDE, COURTNEY T	
REVIEWED	08/27/2018	6:43AMEST	SPEIGHT, SADIE F	
SIGNED	08/24/2018	8:47AMEST	GUNASEKARA, AMANDA M	
PREPARED	07/31/2018	9:45AMEST	ATKINSON, EMILY E	

Status	Date	Time	Signature Name	Comments
CREATED	07/31/2018	9:42AMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name	<hr/>	Approver Name	<hr/>
Traveler/Preparer Signature	<hr/>	Approver Signature	<hr/>
Date	<hr/>	Date	<hr/>

©Copyright 1989-2023 ConcurGov: SAP Concur

VCH198590 (TAA06762)



Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	08/22/2018 - 08/23/2018
Type Code	FOREIGN TRAVEL	Trip Name	G7 Prep Meeting in Toronto, ON Canada
Organization	EPAOAR27AA	Currency	USD
Total Cost	1,527.55		
Current Status	PAID	Per Diem Locations	TORONTO, CAN
Next Status		Document Details	G7 Prep Meeting in Toronto, ON Canada

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	(b) (6)	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.MANDY@EPA.GOV

Trip Details

Document Information

Purpose G7 Prep Meeting in Toronto, ON Canada

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
08/22/18	08/23/18	TORONTO, CAN	2-INFORMATIONAL MEETING	223.00 / 118.00

Document Totals

Total Expenses	1,527.55	Advance Requested	0.00
Reimbursable Expenses	1,527.55	Net to Traveler	219.39
Non-Reimbursable Expenses	0.00	Net to Government	0.00

Pay to Charge Card 1,308.16

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	826.56	0.00
Lodging-PerDiem	288.06	0.00
M&IE-PerDiem	177.00	0.00
Misc Expense	221.18	0.00
Transaction Fees	14.75	0.00
Total Expenses	1,527.55	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	United	(b) (6)		786.66
COMM-CARR	United			0.00

Reservation Type	Vendor	Ticket#	Location	Cost
LODGE	TravelCLICK	(b) (6)	Toronto,Ont	244.78

Trip Itinerary

From IAD-Washington, DC (USA) (Dulles Apt)

To YYZ-Toronto, Can (Ont.) (IntL. Apt)

Air

Wednesday August 22, 2018

IAD-Washington, DC (USA) to YYZ-Toronto, Can (Ont.)

Aug 22 United 6195

Toronto, Can (Ont.) (IntL. Apt) 08/22/2018 2:00PM
Confirmation Number

Duration Unknown Nonstop

Toronto, Can (Ont.) (IntL. Apt) 08/22/2018 2:00PM

Flight Information

Distance 346 miles

No Seat Assigned

Emissions 134.9 lbs of CO2

Cost 786.66 USD

Hotel

TravelCLICK

1 King St W Toronto Ont M5H 1A1 416-548-8100

Aug 22 Checking in 08/22/2018

Checking out 08/23/2018

Total Rate 319.00 CAD

Air

Thursday August 23, 2018

YYZ-Toronto, Can (Ont.) to IAD-Washington, DC (USA)

Aug 23 United 6103

Washington, DC (USA) (Dulles Apt) 08/23/2018 9:06PM
Confirmation Number

Duration Unknown Nonstop

Washington, DC (USA) (Dulles Apt) 08/23/2018 9:06PM

Flight Information

Distance 346 miles

No Seat Assigned

Emissions 134.9 lbs of CO2

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
08/09/2018	Travel Fee	Com. Carrier	39.90	GOVCC	
<i>Comment: LB ATRS Intl w-Air-Rail</i>					
08/22/2018	Airline Flight	Com. Carrier	786.66	GOVCC	
08/22/2018	Lodging	Lodging-PerDiem	288.06	GOVCC	Yes
<i>Comment: Conf Num(b) (6)</i>			Cmt:		
08/22/2018	M&IE	M&IE-PerDiem	88.50	PERSONAL	Yes
08/22/2018	Trans - Airport/Hotel	Misc Expense	85.79	GOVCC	
08/22/2018	Trans - Office/Residence	Misc Expense	50.71	GOVCC	
08/22/2018	Currency Conversion Fees	Misc Expense	0.51	GOVCC	
08/22/2018	Currency Conversion Fees	Misc Expense	2.88	GOVCC	
08/22/2018	Currency Conversion Fees	Misc Expense	0.29	GOVCC	
08/23/2018	M&IE	M&IE-PerDiem	88.50	PERSONAL	Yes
08/23/2018	Trans - Airport/Hotel	Misc Expense	28.71	GOVCC	
08/23/2018	Trans - Office/Residence	Misc Expense	52.29	PERSONAL	
08/28/2018	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	
					Total Non-Per Diem Expenses 1,062.49
					Total Per Diem Expenses 465.06

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
08/22/2018	223.00/ 118.00	288.06	288.06	88.50	88.50				
08/23/2018	223.00/ 118.00	0.00	0.00	88.50	88.50				
Total Per Diem Allowances									465.06

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	18 Immediate Office	8AT.20182019.B.27A.000A46.MN272700.	GOVCC	1,298.26
EPAOAR27AA	18 Immediate Office	8AT.20182019.B.27A.000A46.MN272700.	PERSONAL	229.29

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	18 Immediate Office	8AT.20182019.B.27A.000A46.MN272700.	1,527.55

Totals by Payment Method

Payment Method	Amount
GOVCC	1,298.26
PERSONAL	229.29

Document History - 03/22/2023 Vch: VCH198590

Status	Date	Time	Signature Name	Comments
PAID	09/21/2018	8:06AMEST	One, EAI User	EAI Document Status Update WS
PENDING	09/19/2018	3:03PMEST	One, EAI User	EAI Voucher Submitted
OFFSETTING OBLIGATED	09/19/2018	3:03PMEST	One, EAI User	EAI Document Status Update WS
PENDING	09/18/2018	7:38AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	09/18/2018	7:38AMEST	COX, ANGELA D	
AUTHORIZED	09/13/2018	1:37PMEST	SHAW, ELIZABETH A	
REVIEWED	09/13/2018	1:05PMEST	SPEIGHT, SADIE F	
ADJUSTED	09/13/2018	1:03PMEST	SPEIGHT, SADIE F	
SIGNED	09/13/2018	8:09AMEST	GUNASEKARA, AMANDA M	
PREPARED	08/28/2018	12:47PMEST	ATKINSON, EMILY E	
CREATED	08/28/2018	12:38PMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name	<hr/>	Approver Name	<hr/>
Traveler/Preparer Signature	<hr/>	Approver Signature	<hr/>
Date	<hr/>	Date	<hr/>

©Copyright 1989-2023 ConcurGov: SAP Concur

Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	09/17/2018 - 09/20/2018
Type Code	FOREIGN TRAVEL	Trip Name	Attend the G7 with Administrator Wheeler in Halifax Nova Scotia Canada
Organization	EPAOAR27AA	Currency	USD
Total Cost	2,321.84	Per Diem Locations	HALIFAX, CAN
Current Status	PAID	Document Details	Attend the G7 with Administrator Wheeler in Halifax Nova Scotia Canada
Next Status			

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	(b) (6)	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.MANDY@EPA.GOV

Trip Details

Document Information

Purpose Attend the G7 with Administrator Wheeler in Halifax Nova Scotia Canada

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
09/17/18	09/20/18	HALIFAX, CAN	2-INFORMATIONAL MEETING	182.00 / 136.00

Document Totals

Total Expenses	2,321.84	Advance Requested	0.00
Reimbursable Expenses	2,321.84	Net to Traveler	298.96
Non-Reimbursable Expenses	0.00	Net to Government	0.00

Pay to Charge Card 2,022.88

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	1,144.24	0.00
Lodging-PerDiem	680.05	0.00
M&IE-PerDiem	476.00	0.00
Misc Expense	6.80	0.00
Transaction Fees	14.75	0.00
Total Expenses	2,321.84	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	United	(b) (6)		1,104.34

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	nited	(b) (6)		0.00
COMM-CARR	nited			0.00
COMM-CARR	nited			0.00

Trip Itinerary

From DCA-Washington, DC (USA) (National Apt) To EWR-Newark, NJ (USA) (Newark IntL. Apt)

Air

Monday September 17, 2018

DCA-Washington, DC (USA) to EWR-Newark, NJ (USA) (Ne

Sep 17 United 4402
Newark, NJ (USA) (Newark IntL. Apt) 09/17/2018
3:59PM
Confirmation Number

Duration Unknown Nonstop
Newark, NJ (USA) (Newark IntL. Apt) 09/17/2018
3:59PM

Flight Information
Distance 198 miles
No Seat Assigned

Emissions 77.2 lbs of CO2
Cost 1,104.34 USD

EWR-Newark, NJ (USA) (Ne to YHZ-Halifax, Can (N.S.)

Sep 17 United 4033
Halifax, Can (N.S.) 09/17/2018 10:11PM
Confirmation Number

Duration Unknown Nonstop
Halifax, Can (N.S.) 09/17/2018 10:11PM

Flight Information
Distance 612 miles
No Seat Assigned

Emissions 238.7 lbs of CO2

Thursday September 20, 2018

YHZ-Halifax, Can (N.S.) to EWR-Newark, NJ (USA) (Ne

Sep 20 United 4137
Newark, NJ (USA) (Newark IntL. Apt) 09/20/2018
4:06PM
Confirmation Number

Duration Unknown Nonstop
Newark, NJ (USA) (Newark IntL. Apt) 09/20/2018
4:06PM

Flight Information
Distance 612 miles
No Seat Assigned

Emissions 238.7 lbs of CO2

EWR-Newark, NJ (USA) (Ne to DCA-Washington, DC (USA)

Sep 20 United 4305
Washington, DC (USA) (National Apt) 09/20/2018
6:18PM
Confirmation Number

Duration Unknown Nonstop
Washington, DC (USA) (National Apt) 09/20/2018
6:18PM

Flight Information
Distance 198 miles
No Seat Assigned

Emissions 77.2 lbs of CO2

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
09/07/2018	Travel Fee	Com. Carrier	39.90	GOVCC	
	<i>Comment: LB ATRS Intl w-Air-Rail</i>				
09/17/2018	Airline Flight	Com. Carrier	1,104.34	GOVCC	
09/17/2018	Lodging	Lodging-PerDiem	226.68	GOVCC	Yes
	<i>Comment: Conference hotel block reserved by the US Embassy/State Department is approximately \$300 USD.</i>				
09/17/2018	M&IE	M&IE-PerDiem	102.00	PERSONAL	Yes
09/17/2018	Currency Conversion Fees	Misc Expense	6.80	GOVCC	
	<i>Comment: International transaction fee associated with hotel bill</i>				
09/18/2018	Lodging	Lodging-PerDiem	226.68	GOVCC	Yes
	<i>Comment: Conference hotel block reserved by the US Embassy/State Department is approximately \$300 USD.</i>				

Date	Description	Category	Cost	Pay Method	Per Diem
09/18/2018	M&IE	M&IE-PerDiem	136.00	PERSONAL	Yes
09/19/2018	Lodging	Lodging-PerDiem	226.69	GOVCC	Yes
<i>Comment: Conference hotel block reserved by the US Embassy/State Department is approximately \$300 USD.</i>					
09/19/2018	M&IE	M&IE-PerDiem	136.00	PERSONAL	Yes
09/20/2018	M&IE	M&IE-PerDiem	102.00	PERSONAL	Yes
10/10/2018	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	
Total Non-Per Diem Expenses 1,165.79					
Total Per Diem Expenses 1,156.05					

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
09/17/2018	182.00/ 136.00	226.68	226.68	102.00	102.00				
09/18/2018	182.00/ 136.00	226.68	226.68	136.00	136.00				
09/19/2018	182.00/ 136.00	226.69	226.69	136.00	136.00				
09/20/2018	182.00/ 136.00	0.00	0.00	102.00	102.00				
Total Per Diem Allowances									1,156.05

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	18 Immediate Office	8AT.20182019.B.27A.000A46.MN272700.	GOVCC	1,845.84
EPAOAR27AA	18 Immediate Office	8AT.20182019.B.27A.000A46.MN272700.	PERSONAL	476.00

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	18 Immediate Office	8AT.20182019.B.27A.000A46.MN272700.	2,321.84

Totals by Payment Method

Payment Method	Amount
GOVCC	1,845.84
PERSONAL	476.00

Document History - 03/22/2023 Vch: VCH204455

Status	Date	Time	Signature Name	Comments
PAID	10/29/2018	6:02AMEST	One, EAI User	EAI Document Status Update WS
OFFSETTING OBLIGATED	10/27/2018	3:05AMEST	One, EAI User	EAI Document Status Update WS
PENDING	10/27/2018	3:05AMEST	One, EAI User	EAI Voucher Submitted
PENDING	10/26/2018	12:00PMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	10/26/2018	12:00PMEST	SULLENDER, KATHRYN A	

Status	Date	Time	Signature Name	Comments
AUTHORIZED	10/23/2018	9:58AMEST	SHAW, ELIZABETH A	
REVIEWED	10/23/2018	8:25AMEST	SPEIGHT, SADIE F	
ADJUSTED	10/23/2018	6:42AMEST	SPEIGHT, SADIE F	
SIGNED	10/22/2018	1:02PMEST	GUNASEKARA, AMANDA M	
PREPARED	10/10/2018	8:36AMEST	ATKINSON, EMILY E	
CREATED	10/10/2018	8:15AMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name	_____	Approver Name	_____
Traveler/Preparer Signature	_____	Approver Signature	_____
Date	_____	Date	_____

VCH204465 (TAA06BJO)



Primary Traveler	AMANDA GUNASEKARA (ID 02335373)	Purpose	4-SPEECH OR PRESENTATION
Document Type	Vch	Travel Dates	09/30/2018 - 10/01/2018
Type Code	TEMPORARY DUTY	Trip Name	Radon Symposium Keynote Address
Organization	EPAOAR27AA	Currency	USD
Total Cost	1,011.08		
Current Status	PAID	Per Diem Locations	MYRTLE BEACH, SC
Next Status		Document Details	Radon Symposium Keynote Address

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	02335373	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.MANDY@EPA.GOV

Trip Details

Document Information

Purpose Radon Symposium Keynote Address

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
09/30/18	10/01/18	MYRTLE BEACH, SC	4-SPEECH OR PRESENTATION	93.00 / 59.00

Document Totals

Total Expenses	1,011.08	Advance Requested	0.00
Reimbursable Expenses	1,011.08	Net to Traveler	56.62
Non-Reimbursable Expenses	0.00	Net to Government	0.00

Pay to Charge Card 954.46

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	655.70	0.00
Hotel Tax	33.55	0.00
Lodging-PerDiem	93.00	0.00
M&IE-PerDiem	90.00	0.00
Misc Expense	124.08	0.00
Transaction Fees	14.75	0.00
Total Expenses	1,011.08	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	American Airlines	1004541116		621.40

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	American Airlines	1004541116		0.00

Trip Itinerary

From DCA-Washington, DC (USA) (National Apt) To MYR-Myrtle Beach, SC (USA) (Myrtle Beach)

Air

Sunday September 30, 2018

DCA-Washington, DC (USA) to MYR-Myrtle Beach, SC (US)

Sep 30 American Airlines 4440
Myrtle Beach, SC (USA) (Myrtle Beach Apt 09/30/2018
1:01PM
Confirmation Number

Duration Unknown Nonstop
Myrtle Beach, SC (USA) (Myrtle Beach Apt 09/30/2018
1:01PM

Flight Information

Distance 372 miles

No Seat Assigned

Emissions 145.1 lbs of CO2
Cost 621.40 USD

Monday October 01, 2018

MYR-Myrtle Beach, SC (US to DCA-Washington, DC (USA)

Oct 01 American Airlines 4440
Washington, DC (USA) (National Apt) 10/01/2018
2:52PM
Confirmation Number

Duration Unknown Nonstop
Washington, DC (USA) (National Apt) 10/01/2018
2:52PM

Flight Information

Distance 372 miles

No Seat Assigned

Emissions 145.1 lbs of CO2

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
09/18/2018	Travel Fee	Com. Carrier	34.30	GOVCC	
<i>Comment: LB ATRS Domestic w-Air-Rail</i>					
09/30/2018	Airline Flight	Com. Carrier	621.40	GOVCC	
09/30/2018	Hotel Tax (CONUS & OCONUS Only)	Hotel Tax	33.55	GOVCC	
09/30/2018	Lodging	Lodging-PerDiem	93.00	GOVCC	Yes
09/30/2018	M&IE	M&IE-PerDiem	44.25	PERSONAL	Yes
09/30/2018	Trans - Airport/Hotel	Misc Expense	51.66	GOVCC	
09/30/2018	Trans - Office/Residence	Misc Expense	54.60	GOVCC	
10/01/2018	M&IE	M&IE-PerDiem	45.75	PERSONAL	Yes
10/01/2018	Trans - Airport/Hotel	Misc Expense	17.82	GOVCC	
10/10/2018	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	
					Total Non-Per Diem Expenses 828.08
					Total Per Diem Expenses 183.00

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
09/30/2018	93.00/ 59.00	93.00	93.00	44.25	44.25				
10/01/2018	94.00/ 61.00	0.00	0.00	45.75	45.75				
Total Per Diem Allowances									183.00

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	18 Immediate Office	8AT.20182019.B.27A.000A46.MN272700.	GOVCC	921.08
EPAOAR27AA	18 Immediate Office	8AT.20182019.B.27A.000A46.MN272700.	PERSONAL	90.00

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	18 Immediate Office	8AT.20182019.B.27A.000A46.MN272700.	1,011.08

Totals by Payment Method

Payment Method	Amount
GOVCC	921.08
PERSONAL	90.00

Document History - 03/22/2023 Vch: VCH204465

Status	Date	Time	Signature Name	Comments
PAID	10/25/2018	3:04AMEST	One, EAI User	EAI Document Status Update WS
OFFSETTING OBLIGATED	10/24/2018	12:04PMEST	One, EAI User	EAI Document Status Update WS
PENDING	10/24/2018	12:04PMEST	One, EAI User	EAI Voucher Submitted
PENDING	10/24/2018	8:08AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	10/24/2018	8:08AMEST	PENNINGTON, SHAUN	
AUTHORIZED	10/22/2018	1:38PMEST	SHAW, ELIZABETH A	
REVIEWED	10/22/2018	1:16PMEST	SPEIGHT, SADIE F	
SIGNED	10/22/2018	1:02PMEST	GUNASEKARA, AMANDA M	
PREPARED	10/10/2018	8:51AMEST	ATKINSON, EMILY E	
CREATED	10/10/2018	8:38AMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED_____
DATE

Document Signatures

Traveler/Preparer Name _____ Approver Name _____

Traveler/Preparer Signature _____ Approver Signature _____

Date _____ Date _____

©Copyright 1989-2023 ConcurGov: SAP Concur

Primary Traveler	AMANDA GUNASEKARA (ID 02335373)	Purpose	4-SPEECH OR PRESENTATION
Document Type	Vch	Travel Dates	10/14/2018 - 10/15/2018
Type Code	TEMPORARY DUTY	Trip Name	AFMP Conference and Valero Meeting
Organization	EPAOAR27AA	Currency	USD
Total Cost	1,062.18		
Current Status	PAID	Per Diem Locations	SAN ANTONIO, TX
Next Status		Document Details	AFMP Conference and Valero Meeting

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	02335373	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.MANDY@EPA.GOV

Trip Details

Document Information

Purpose AFMP Conference and Valero Meeting

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
10/14/18	10/15/18	SAN ANTONIO, TX	4-SPEECH OR PRESENTATION	126.00 / 61.00

Document Totals

Total Expenses	1,062.18	Advance Requested	0.00
Reimbursable Expenses	1,062.18	Net to Traveler	44.62
Non-Reimbursable Expenses	0.00	Net to Government	0.00
		Pay to Charge Card	1,017.56

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	682.70	0.00
Lodging-PerDiem	126.00	0.00
M&IE-PerDiem	91.50	0.00
Misc Expense	147.23	0.00
Transaction Fees	14.75	0.00
Total Expenses	1,062.18	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	United	1004565936		648.40
COMM-CARR	United	1004565936		0.00

Trip Itinerary

From IAD-Washington, DC (USA) (Dulles Apt)

To SAT-San Antonio, TX (USA)

Air

Sunday October 14, 2018

IAD-Washington, DC (USA) to SAT-San Antonio, TX (USA)

Oct 14 United 6009

San Antonio, TX (USA) 10/14/2018 10:54AM

Confirmation Number

Duration Unknown Nonstop

San Antonio, TX (USA) 10/14/2018 10:54AM

Flight Information

Distance 1359 miles

No Seat Assigned

Emissions 530.0 lbs of CO2

Cost 648.40 USD

Monday October 15, 2018

SAT-San Antonio, TX (USA to IAD-Washington, DC (USA))

Oct 15 United 2259

Washington, DC (USA) (Dulles Apt) 10/15/2018 9:10PM

Confirmation Number

Duration Unknown Nonstop

Washington, DC (USA) (Dulles Apt) 10/15/2018 9:10PM

Flight Information

Distance 1359 miles

No Seat Assigned

Emissions 530.0 lbs of CO2

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
09/21/2018	Travel Fee	Com. Carrier	34.30	GOVCC	
<i>Comment: LB ATRS Domestic w-Air-Rail</i>					
10/14/2018	Airline Flight	Com. Carrier	648.40	GOVCC	
10/14/2018	Lodging	Lodging-PerDiem	126.00	GOVCC	Yes
10/14/2018	M&IE	M&IE-PerDiem	45.75	PERSONAL	Yes
10/14/2018	Trans - Office/Residence	Misc Expense	14.41	GOVCC	
10/15/2018	M&IE	M&IE-PerDiem	45.75	PERSONAL	Yes
10/15/2018	Trans - Airport/Hotel	Misc Expense	50.62	GOVCC	
10/15/2018	Trans - Office/Residence	Misc Expense	82.20	GOVCC	
10/19/2018	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	
					Total Non-Per Diem Expenses 844.68
					Total Per Diem Expenses 217.50

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
10/14/2018	126.00/ 61.00	126.00	126.00	45.75	45.75				
10/15/2018	126.00/ 61.00	0.00	0.00	45.75	45.75				
Total Per Diem Allowances									217.50

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	18 Immediate Office	8AT.20182019.B.27A.000A46.MN272700.	GOVCC	970.68
EPAOAR27AA	18 Immediate Office	8AT.20182019.B.27A.000A46.MN272700.	PERSONAL	91.50

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	18 Immediate Office	8AT.20182019.B.27A.000A46.MN272700.	1,062.18

Totals by Payment Method

Payment Method	Amount
GOVCC	970.68
PERSONAL	91.50

Document History - 03/22/2023 Vch: VCH205900

Status	Date	Time	Signature Name	Comments
PAID	10/25/2018	9:04AMEST	One, EAI User	EAI Document Status Update WS
OFFSETTING OBLIGATED	10/25/2018	4:04AMEST	One, EAI User	EAI Document Status Update WS
PENDING	10/25/2018	4:04AMEST	One, EAI User	EAI Voucher Submitted
PENDING	10/24/2018	1:46PMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	10/24/2018	1:46PMEST	SULLENDER, KATHRYN A	
AUTHORIZED	10/22/2018	1:37PMEST	SHAW, ELIZABETH A	
REVIEWED	10/22/2018	1:08PMEST	SPEIGHT, SADIE F	
SIGNED	10/22/2018	1:04PMEST	GUNASEKARA, AMANDA M	
PREPARED	10/19/2018	9:51AMEST	ATKINSON, EMILY E	
CREATED	10/19/2018	9:41AMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED_____
DATE**Document Signatures**

Traveler/Preparer Name _____	Approver Name _____
Traveler/Preparer Signature _____	Approver Signature _____
Date _____	Date _____

Primary Traveler	AMANDA GUNASEKARA (ID 02335373)	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	10/18/2018 - 10/18/2018
Type Code	TEMPORARY DUTY	Trip Name	Day Trip to RTP
Organization	EPAOAR27AA	Currency	USD
Total Cost	50.70		
Current Status	PAID	Per Diem Locations	RALEIGH, NC
Next Status		Document Details	Day Trip to RTP

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	02335373	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.MANDY@EPA.GOV

Trip Details

Document Information

Purpose Day Trip to RTP

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
10/18/18	10/18/18	RALEIGH, NC	2-INFORMATIONAL MEETING	117.00 / 56.00

Document Totals

Total Expenses	50.70	Advance Requested	0.00
Reimbursable Expenses	50.70	Net to Traveler	0.00
Non-Reimbursable Expenses	0.00	Net to Government	0.00

Pay to Charge Card 50.70

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	35.95	0.00
Transaction Fees	14.75	0.00
Total Expenses	50.70	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	American Airlines	1004625017		448.40
COMM-CARR	American Airlines	1004625017		0.00

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
10/05/2018	Travel Fee	Com. Carrier	35.95	GOVCC	
		Comment: LB ATRS Domestic w-Air-Rail			
10/18/2018	Airline Flight	Com. Carrier	0.00	GOVCC	
		Comment: Reservations cancelled and American Airlines refunded the entire cost \$448.40. Voucher is for the TMC fee only.			
10/18/2018	M&IE	M&IE-PerDiem	0.00	PERSONAL	Yes
		Comment: Trip cancelled. Voucher is for TMC fee only.			
10/23/2018	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	
					Total Non-Per Diem Expenses 50.70
					Total Per Diem Expenses 0.00

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
10/18/2018	117.00/ 56.00	0.00	0.00	0.00	0.00				
Total Per Diem Allowances									0.00

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	18 Immediate Office	9AT.20182019.B.27A.000A46.MN272700.	GOVCC	50.70

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	18 Immediate Office	9AT.20182019.B.27A.000A46.MN272700.	50.70

Totals by Payment Method

Payment Method	Amount
GOVCC	50.70

Document History - 03/22/2023 Vch: VCH206380

Status	Date	Time	Signature Name	Comments
PAID	10/26/2018	8:04AMEST	One, EAI User	EAI Document Status Update WS
OFFSETTING OBLIGATED	10/26/2018	4:05AMEST	One, EAI User	EAI Document Status Update WS
PENDING	10/26/2018	4:05AMEST	One, EAI User	EAI Voucher Submitted
PENDING	10/25/2018	12:35PMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	10/25/2018	12:35PMEST	SULLENDER, KATHRYN A	
AUTHORIZED	10/23/2018	1:20PMEST	SHAW, ELIZABETH A	
REVIEWED	10/23/2018	11:40AMEST	SPEIGHT, SADIE F	
SIGNED	10/23/2018	6:38AMEST	GUNASEKARA, AMANDA M	

Status	Date	Time	Signature Name	Comments
PREPARED	10/23/2018	6:28AMEST	ATKINSON, EMILY E	
CREATED	10/23/2018	6:25AMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name	<hr/>	Approver Name	<hr/>
Traveler/Preparer Signature	<hr/>	Approver Signature	<hr/>
Date	<hr/>	Date	<hr/>

©Copyright 1989-2023 ConcurGov: SAP Concur

VCH207065 (TAA06K09)



Primary Traveler	AMANDA GUNASEKARA (ID 02335373)	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	11/06/2018 - 11/06/2018
Type Code	TEMPORARY DUTY	Trip Name	ADD Meeting in New York City
Organization	EPAOAR27AA	Currency	USD
Total Cost	50.70		
Current Status	PAID	Per Diem Locations	NOSC NEW YORK CITY, NY
Next Status		Document Details	ADD Meeting in New York City (Cancelled)

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	02335373	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.MANDY@EPA.GOV

Trip Details

Document Information

Purpose ADD Meeting in New York City (Cancelled)

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
11/06/18	11/06/18	NOSC NEW YORK CITY, NY	2-INFORMATIONAL MEETING	288.00 / 76.00

Document Totals

Total Expenses	50.70	Advance Requested	0.00
Reimbursable Expenses	50.70	Net to Traveler	0.00
Non-Reimbursable Expenses	0.00	Net to Government	0.00

Pay to Charge Card 50.70

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	35.95	0.00
Transaction Fees	14.75	0.00
Total Expenses	50.70	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-RAIL	Amtrak	1004696062		0.00
COMM-RAIL	Amtrak	1004696062		0.00

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
10/26/2018	Train	Com. Carrier	0.00	GOVCC	
		<i>Comment: Roundtrip Amtrak ticket from DC to NYC was refunded \$186 in full</i>			
10/26/2018	TMC Fee	Com. Carrier	35.95	GOVCC	
10/26/2018	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	
					Total Non-Per Diem Expenses 50.70
					Total Per Diem Expenses 0.00

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
11/06/2018	288.00/ 76.00	0.00	0.00	0.00	0.00				
Total Per Diem Allowances									0.00

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	18 Immediate Office	9AT.20182019.B.27A.000A46.MN272700.	GOVCC	50.70

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	18 Immediate Office	9AT.20182019.B.27A.000A46.MN272700.	50.70

Totals by Payment Method

Payment Method	Amount
GOVCC	50.70

Document History - 03/22/2023 Vch: VCH207065

Status	Date	Time	Signature Name	Comments
PAID	11/08/2018	4:03AMEST	One, EAI User	EAI Document Status Update WS
PENDING	11/07/2018	12:03PMEST	One, EAI User	EAI Voucher Submitted
OFFSETTING OBLIGATED	11/07/2018	12:03PMEST	One, EAI User	EAI Document Status Update WS
PENDING	11/07/2018	7:54AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	11/07/2018	7:53AMEST	POWERS, JEANNA M	
AUTHORIZED	11/05/2018	1:27PMEST	SHAW, ELIZABETH A	
ADJUSTED	11/05/2018	12:17PMEST	SPEIGHT, SADIE F	
REVIEWED	11/05/2018	12:14PMEST	SPEIGHT, SADIE F	
ADJUSTED	11/05/2018	12:13PMEST	SPEIGHT, SADIE F	
SIGNED	11/05/2018	10:39AMEST	GUNASEKARA, AMANDA M	
PREPARED	10/26/2018	5:39AMEST	ATKINSON, EMILY E	

Status	Date	Time	Signature Name	Comments
CREATED	10/26/2018	5:34AMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name	<hr/>	Approver Name	<hr/>
Traveler/Preparer Signature	<hr/>	Approver Signature	<hr/>
Date	<hr/>	Date	<hr/>

©Copyright 1989-2023 ConcurGov: SAP Concur

VCH208748 (TAA06JHF)



Primary Traveler	AMANDA GUNASEKARA (ID 02335373)	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	10/30/2018 - 10/30/2018
Type Code	TEMPORARY DUTY	Trip Name	Day Trip to Ann Arbor Lab
Organization	EPAOAR27AA	Currency	USD
Total Cost	500.01		
Current Status	PAID	Per Diem Locations	DETROIT, MI
Next Status		Document Details	Day Trip to Ann Arbor Lab

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	02335373	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.MANDY@EPA.GOV

Trip Details

Document Information

Purpose Day Trip to Ann Arbor Lab

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
10/30/18	10/30/18	DETROIT, MI	2-INFORMATIONAL MEETING	131.00 / 56.00

Document Totals

Total Expenses	500.01	Advance Requested	0.00
Reimbursable Expenses	500.01	Net to Traveler	61.27
Non-Reimbursable Expenses	0.00	Net to Government	0.00

Pay to Charge Card 438.74

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	406.35	0.00
M&IE-PerDiem	42.00	0.00
Misc Expense	36.91	0.00
Transaction Fees	14.75	0.00
Total Expenses	500.01	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	Delta	1004683701		370.40
COMM-CARR	Delta	1004683701		0.00

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
10/19/2018	Travel Fee	Com. Carrier	35.95	GOVCC	
<i>Comment: LB ATRS Domestic w-Air-Rail</i>					
10/30/2018	Airline Flight	Com. Carrier	370.40	GOVCC	
10/30/2018	M&IE	M&IE-PerDiem	42.00	PERSONAL	Yes
10/30/2018	Trans - Airport/Hotel	Misc Expense	17.64	GOVCC	
10/30/2018	Trans - Airport/Hotel	Misc Expense	19.27	PERSONAL	
11/05/2018	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	
Total Non-Per Diem Expenses 458.01					
Total Per Diem Expenses 42.00					

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
10/30/2018	131.00/ 56.00	0.00	0.00	42.00	42.00				
Total Per Diem Allowances									42.00

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	18 Immediate Office	9AT.20182019.B.27A.000A46.MN272700.	GOVCC	438.74
EPAOAR27AA	18 Immediate Office	9AT.20182019.B.27A.000A46.MN272700.	PERSONAL	61.27

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	18 Immediate Office	9AT.20182019.B.27A.000A46.MN272700.	500.01

Totals by Payment Method

Payment Method	Amount
GOVCC	438.74
PERSONAL	61.27

Document History - 03/22/2023 Vch: VCH208748

Status	Date	Time	Signature Name	Comments
PAID	11/08/2018	4:03AMEST	One, EAI User	EAI Document Status Update WS
PENDING	11/07/2018	12:03PMEST	One, EAI User	EAI Voucher Submitted
OFFSETTING OBLIGATED	11/07/2018	12:03PMEST	One, EAI User	EAI Document Status Update WS
PENDING	11/07/2018	7:13AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	11/07/2018	7:13AMEST	PENNINGTON, SHAUN	
AUTHORIZED	11/05/2018	1:28PMEST	SHAW, ELIZABETH A	

Status	Date	Time	Signature Name	Comments
REVIEWED	11/05/2018	12:36PMEST	SPEIGHT, SADIE F	
SIGNED	11/05/2018	10:38AMEST	GUNASEKARA, AMANDA M	
PREPARED	11/05/2018	10:37AMEST	ATKINSON, EMILY E	
CREATED	11/05/2018	10:35AMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name	<hr/>	Approver Name	<hr/>
Traveler/Preparer Signature	<hr/>	Approver Signature	<hr/>
Date	<hr/>	Date	<hr/>

Primary Traveler	AMANDA GUNASEKARA (ID 02335373)	Purpose	4-SPEECH OR PRESENTATION
Document Type	Vch	Travel Dates	11/14/2018 - 11/14/2018
Type Code	TEMPORARY DUTY	Trip Name	11/13 Speech in Houston and 11/14 RTP Meetings
Organization	EPAOAR27AA	Currency	USD
Total Cost	598.96		
Current Status	PAID	Per Diem Locations	DURHAM, NC
Next Status		Document Details	11/13 Speech in Houston (Cancelled) and 11/14 RTP Day Trip

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	02335373	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.MANDY@EPA.GOV

Trip Details

Document Information

Purpose 11/13 Speech in Houston (Cancelled) and 11/14 RTP Day Trip

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
11/14/18	11/14/18	DURHAM, NC	2-INFORMATIONAL MEETING	107.00 / 61.00

Document Totals

Total Expenses	598.96	Advance Requested	0.00
Reimbursable Expenses	584.21	Net to Traveler	63.91
Non-Reimbursable Expenses	14.75	Net to Government	14.75
		Pay to Charge Card	520.30

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	520.30	0.00
M&IE-PerDiem	45.75	0.00
Misc Expense	18.16	0.00
Transaction Fees	14.75	0.00
Total Expenses	598.96	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	United	1004711287		789.00
COMM-CARR	United	1004711287		0.00
COMM-CARR	American Airlines	1004711287		0.00

Reservation Type	Vendor	Ticket#	Location	Cost
LODGE	Hilton Garden Inn	1004711287	Durham,NC	107.00

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
10/26/2018	Travel Fee	Com. Carrier	35.95	GOVCC	
	<i>Comment: LB ATRS Domestic w-Air-Rail</i>				
11/08/2018	Travel Fee	Com. Carrier	35.95	GOVCC	
	<i>Comment: LB ATRS Domestic w-Air-Rail</i>				
11/14/2018	Airline Flight	Com. Carrier	448.40	GOVCC	
	<i>Comment: Original ticket that included travel to TX was \$789.00 and that ticket was refunded in full. A second ticket was purchased to/from DCA to Raleigh for \$448.40</i>				
11/14/2018	Lodging	Lodging-PerDiem	0.00	GOVCC	Yes
11/14/2018	M&IE	M&IE-PerDiem	45.75	PERSONAL	Yes
11/14/2018	Trans - Airport/Hotel	Misc Expense	18.16	PERSONAL	
11/20/2018	TDY Voucher Fee	Transaction Fees	14.75	CENTRAL BILL	
					Total Non-Per Diem Expenses 553.21
					Total Per Diem Expenses 45.75

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
11/14/2018	107.00/ 61.00	0.00	0.00	45.75	45.75				
Total Per Diem Allowances									45.75

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	18 Immediate Office	9AT.20182019.B.27A.000A46.MN272700.	CENTRAL BILL	14.75
EPAOAR27AA	18 Immediate Office	9AT.20182019.B.27A.000A46.MN272700.	GOVCC	520.30
EPAOAR27AA	18 Immediate Office	9AT.20182019.B.27A.000A46.MN272700.	PERSONAL	63.91

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	18 Immediate Office	9AT.20182019.B.27A.000A46.MN272700.	598.96

Totals by Payment Method

Payment Method	Amount
CENTRAL BILL	14.75
GOVCC	520.30
PERSONAL	63.91

Document History - 03/22/2023 Vch: VCH211121

Status	Date	Time	Signature Name	Comments
PAID	12/21/2018	2:02PMEST	One, EAI User	EAI Document Status Update WS
PENDING	12/21/2018	10:02AMEST	One, EAI User	EAI Voucher Submitted
OFFSETTING OBLIGATED	12/21/2018	10:02AMEST	One, EAI User	EAI Document Status Update WS
PENDING	12/21/2018	6:37AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	12/21/2018	6:37AMEST	FITZPATRICK, SAMUEL C	
AUTHORIZED	12/19/2018	6:47AMEST	SHAW, ELIZABETH A	
REVIEWED	12/18/2018	12:05PMEST	SPEIGHT, SADIE F	
ADJUSTED	12/18/2018	11:56AMEST	SPEIGHT, SADIE F	
SIGNED	12/18/2018	7:32AMEST	GUNASEKARA, AMANDA M	
PREPARED	11/30/2018	11:05AMEST	ATKINSON, EMILY E	
PREPARED	11/20/2018	7:21AMEST	ATKINSON, EMILY E	
CREATED	11/20/2018	7:16AMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED_____
DATE

Document Signatures

Traveler/Preparer Name	_____	Approver Name	_____
Traveler/Preparer Signature	_____	Approver Signature	_____
Date	_____	Date	_____

Primary Traveler	AMANDA GUNASEKARA (ID 02335373)	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	11/27/2018 - 11/27/2018
Type Code	TEMPORARY DUTY	Trip Name	Day Trip to the Ann Arbor Lab
Organization	EPAOAR27AA	Currency	USD
Total Cost	50.70		
Current Status	PAID	Per Diem Locations	DETROIT, MI
Next Status		Document Details	Day Trip to the Ann Arbor Lab - Cancelled. Voucher is for the TMC fee

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	02335373	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.MANDY@EPA.GOV

Trip Details

Document Information

Purpose Day Trip to the Ann Arbor Lab - Cancelled.
Voucher is for the TMC fee

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
11/27/18	11/27/18	DETROIT, MI	2-INFORMATIONAL MEETING	131.00 / 56.00

Document Totals

Total Expenses	50.70	Advance Requested	0.00
Reimbursable Expenses	35.95	Net to Traveler	0.00
Non-Reimbursable Expenses	14.75	Net to Government	14.75

Pay to Charge Card 35.95

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	35.95	0.00
Transaction Fees	14.75	0.00
Total Expenses	50.70	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	Delta	1004708099		370.40
COMM-CARR	Delta	1004708099		0.00

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
11/05/2018	Travel Fee	Com. Carrier	35.95	GOVCC	
<i>Comment: LB ATRS Domestic w-Air-Rail</i>					
11/27/2018	Airline Flight	Com. Carrier	0.00	GOVCC	
<i>Comment: Trip cancelled. Ticket refunded for a total of \$370.40.</i>					
11/27/2018	M&IE	M&IE-PerDiem	0.00	PERSONAL	Yes
<i>Comment: Trip cancelled - no M&IE</i>					
11/29/2018	TDY Voucher Fee	Transaction Fees	14.75	CENTRAL BILL	
					Total Non-Per Diem Expenses 50.70
					Total Per Diem Expenses 0.00

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
11/27/2018	131.00/ 56.00	0.00	0.00	0.00	0.00				
Total Per Diem Allowances									0.00

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	18 Immediate Office	9AT.20182019.B.27A.000A46.MN272700.	CENTRAL BILL	14.75
EPAOAR27AA	18 Immediate Office	9AT.20182019.B.27A.000A46.MN272700.	GOVCC	35.95

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	18 Immediate Office	9AT.20182019.B.27A.000A46.MN272700.	50.70

Totals by Payment Method

Payment Method	Amount
CENTRAL BILL	14.75
GOVCC	35.95

Document History - 03/22/2023 Vch: VCH211893

Status	Date	Time	Signature Name	Comments
PAID	12/21/2018	10:02AMEST	One, EAI User	EAI Document Status Update WS
PENDING	12/21/2018	6:02AMEST	One, EAI User	EAI Voucher Submitted
OFFSETTING OBLIGATED	12/21/2018	6:02AMEST	One, EAI User	EAI Document Status Update WS
PENDING	12/20/2018	7:54PMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	12/20/2018	7:54PMEST	POWERS, JEANNA M	
AUTHORIZED	12/19/2018	6:45AMEST	SHAW, ELIZABETH A	

Status	Date	Time	Signature Name	Comments
REVIEWED	12/18/2018	11:55AMEST	SPEIGHT, SADIE F	
SIGNED	12/18/2018	7:32AMEST	GUNASEKARA, AMANDA M	
PREPARED	11/30/2018	11:04AMEST	ATKINSON, EMILY E	
PREPARED	11/29/2018	5:58AMEST	ATKINSON, EMILY E	
CREATED	11/29/2018	5:55AMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name	_____	Approver Name	_____
Traveler/Preparer Signature	_____	Approver Signature	_____
Date	_____	Date	_____

Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	2-INFORMATIONAL MEETING
Document Type	Vch	Travel Dates	12/09/2018 - 12/14/2018
Type Code	FOREIGN TRAVEL	Trip Name	COP24 Meeting
Organization	EPAOAR27AA	Currency	USD
Total Cost	5,525.23		
Current Status	PAID	Per Diem Locations	KATOWICE, POL
Next Status		Document Details	COP24 Meeting

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	(b) (6)	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.MANDY@EPA.GOV

Trip Details

Document Information

Purpose COP24 Meeting

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
12/09/18	12/14/18	KATOWICE, POL		143.00 / 91.00

Document Totals

Total Expenses	5,525.23	Advance Requested	0.00
Reimbursable Expenses	5,525.23	Net to Traveler	5,510.48
Non-Reimbursable Expenses	0.00	Net to Government	0.00
		Pay to Charge Card	14.75

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Admin Trng Lodge	1,425.00	0.00
Com. Carrier	3,308.78	0.00
Hotel Tax	249.42	0.00
M&IE-PerDiem	500.50	0.00
Misc Expense	26.78	0.00
Transaction Fees	14.75	0.00
Total Expenses	5,525.23	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	nited	(b) (6)		3,267.23
COMM-CARR	nited			0.00

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	nited	(b) (6)		0.00
COMM-CARR	nited			0.00

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
11/16/2018	Travel Fee	Com. Carrier	41.55	PERSONAL	
12/09/2018	Lodging - Admin	Admin Trng Lodge	285.00	PERSONAL	Yes
<i>Comment: See memo authorizing above per diem rate</i>					
12/09/2018	Commercial Airfare	Com. Carrier	3,267.23	PERSONAL	
12/09/2018	Lodging/Hotel Taxes	Hotel Tax	49.88	PERSONAL	
12/09/2018	M&IE	M&IE-PerDiem	68.25	PERSONAL	Yes
12/09/2018	ATM Fee	Misc Expense	6.00	PERSONAL	
<i>Comment: Fee for \$404.12 withdrawal</i>					
12/09/2018	Foreign Currency Conversion Fees	Misc Expense	4.04	PERSONAL	
<i>Comment: Fee for \$404.12 advance</i>					
12/09/2018	Foreign Currency Conversion Fees	Misc Expense	2.84	PERSONAL	
<i>Comment: For the hotel deposit of \$284.12</i>					
12/10/2018	Lodging - Admin	Admin Trng Lodge	285.00	PERSONAL	Yes
<i>Comment: See memo authorizing above per diem rate</i>					
12/10/2018	Lodging/Hotel Taxes	Hotel Tax	49.88	PERSONAL	
12/10/2018	M&IE	M&IE-PerDiem	91.00	PERSONAL	Yes
12/11/2018	Lodging - Admin	Admin Trng Lodge	285.00	PERSONAL	Yes
<i>Comment: See memo authorizing above per diem rate</i>					
12/11/2018	Lodging/Hotel Taxes	Hotel Tax	49.88	PERSONAL	
12/11/2018	M&IE	M&IE-PerDiem	91.00	PERSONAL	Yes
12/12/2018	Lodging - Admin	Admin Trng Lodge	285.00	PERSONAL	Yes
<i>Comment: See memo authorizing above per diem rate</i>					
12/12/2018	Lodging/Hotel Taxes	Hotel Tax	49.89	PERSONAL	
12/12/2018	M&IE	M&IE-PerDiem	91.00	PERSONAL	Yes
12/13/2018	Lodging - Admin	Admin Trng Lodge	285.00	PERSONAL	Yes
<i>Comment: See memo authorizing above per diem rate</i>					
12/13/2018	Lodging/Hotel Taxes	Hotel Tax	49.89	PERSONAL	
12/13/2018	M&IE	M&IE-PerDiem	91.00	PERSONAL	Yes
12/13/2018	Foreign Currency Conversion Fees	Misc Expense	13.90	PERSONAL	
<i>Comment: For the hotel bill \$1390.29</i>					
12/14/2018	M&IE	M&IE-PerDiem	68.25	PERSONAL	Yes
02/26/2019	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	

Total Non-Per Diem Expenses 3,599.73

Total Per Diem Expenses 1,925.50

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
12/09/2018	143.00/ 91.00	285.00	285.00	68.25	68.25				
12/10/2018	143.00/ 91.00	285.00	285.00	91.00	91.00				
12/11/2018	143.00/ 91.00	285.00	285.00	91.00	91.00				
12/12/2018	143.00/ 91.00	285.00	285.00	91.00	91.00				
12/13/2018	143.00/ 91.00	285.00	285.00	91.00	91.00				
12/14/2018	143.00/ 91.00	0.00	0.00	68.25	68.25				
Total Per Diem Allowances									1,925.50

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	18 Immediate Office	9AT.20182019.B.27A.000A46.MN272700.	GOVCC	14.75
EPAOAR27AA	18 Immediate Office	9AT.20182019.B.27A.000A46.MN272700.	PERSONAL	5,510.48

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	18 Immediate Office	9AT.20182019.B.27A.000A46.MN272700.	5,525.23

Totals by Payment Method

Payment Method	Amount
GOVCC	14.75
PERSONAL	5,510.48

Document History - 03/22/2023 Vch: VCH216899

Status	Date	Time	Signature Name	Comments
PAID	03/07/2019	12:02PMEST	One, EAI User	EAI Document Status Update WS
PENDING	03/05/2019	12:02PMEST	One, EAI User	EAI Voucher Submitted
OFFSETTING OBLIGATED	03/05/2019	12:02PMEST	One, EAI User	EAI Document Status Update WS
PENDING	03/04/2019	10:21AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	03/04/2019	10:21AMEST	FITZPATRICK, SAMUEL C	
AUTHORIZED	02/28/2019	2:53PMEST	SHAW, ELIZABETH A	
REVIEWED	02/28/2019	1:23PMEST	SPEIGHT, SADIE F	
ADJUSTED	02/28/2019	1:20PMEST	SPEIGHT, SADIE F	
ADJUSTED	02/28/2019	1:08PMEST	SPEIGHT, SADIE F	
T-ENTERED	02/28/2019	3:27AMEST	MIDDLETON, MONICA Annette	
CREATED	02/26/2019	7:44AMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name _____ Approver Name _____

Traveler/Preparer Signature _____ Approver Signature _____

Date _____ Date _____

Primary Traveler	AMANDA GUNASEKARA (ID 02335373)	Purpose	4-SPEECH OR PRESENTATION
Document Type	Vch	Travel Dates	12/16/2018 - 12/17/2018
Type Code	TEMPORARY DUTY	Trip Name	USEPA Region 7 & 8 State Department of Agriculture Meeting
Organization	EPAOAR27AA	Currency	USD
Total Cost	781.66		
Current Status	PAID	Per Diem Locations	KANSAS CITY, MO
Next Status		Document Details	USEPA Region 7 & 8 State Department of Agriculture Meeting

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAOAR27AA
TrID	02335373	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.MANDY@EPA.GOV

Trip Details

Document Information

Purpose USEPA Region 7 & 8 State Department of Agriculture Meeting

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
12/16/18	12/17/18	KANSAS CITY, MO	4-SPEECH OR PRESENTATION	125.00 / 66.00

Document Totals

Total Expenses	781.66	Advance Requested	0.00
Reimbursable Expenses	781.66	Net to Traveler	766.91
Non-Reimbursable Expenses	0.00	Net to Government	0.00
		Pay to Charge Card	14.75

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Admin Trng Lodge	125.00	0.00
Com. Carrier	362.35	0.00
Hotel Tax	23.14	0.00
M&IE-PerDiem	99.00	0.00
Misc Expense	157.42	0.00
Transaction Fees	14.75	0.00
Total Expenses	781.66	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	United	(b) (6)		326.40

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	American Airlines	(b) (6)		0.00
LODGE	InterContinental		Kansas City, MO	121.00

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
11/29/2018	Travel Fee	Com. Carrier	35.95	PERSONAL	
12/16/2018	Lodging - Admin	Admin Trng Lodge	125.00	PERSONAL	Yes
12/16/2018	Commercial Airfare	Com. Carrier	326.40	PERSONAL	
	Comment: TICKET=(b) (6)	TICKET=(b) (6)			
12/16/2018	Lodging/Hotel Taxes	Hotel Tax	23.14	PERSONAL	
12/16/2018	M&IE	M&IE-PerDiem	49.50	PERSONAL	Yes
12/16/2018	TNC (Uber,Lyft, etc)	Misc Expense	65.20	PERSONAL	
12/16/2018	Taxi Fare	Misc Expense	17.00	PERSONAL	
12/17/2018	M&IE	M&IE-PerDiem	49.50	PERSONAL	Yes
12/17/2018	TNC (Uber,Lyft, etc)	Misc Expense	34.00	PERSONAL	
12/17/2018	TNC (Uber,Lyft, etc)	Misc Expense	41.22	PERSONAL	
02/26/2019	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	

Total Non-Per Diem Expenses 557.66

Total Per Diem Expenses 224.00

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
12/16/2018	125.00/ 66.00	125.00	125.00	49.50	49.50				
12/17/2018	125.00/ 66.00	0.00	0.00	49.50	49.50				
Total Per Diem Allowances									224.00

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAOAR27AA	18 Immediate Office	9AT.20182019.B.27A.000A46.MN272700.	GOVCC	14.75
EPAOAR27AA	18 Immediate Office	9AT.20182019.B.27A.000A46.MN272700.	PERSONAL	766.91

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAOAR27AA	18 Immediate Office	9AT.20182019.B.27A.000A46.MN272700.	781.66

Totals by Payment Method

Payment Method	Amount
GOVCC	14.75

Payment Method	Amount
PERSONAL	766.91

Document History - 03/22/2023 Vch: VCH216907

Status	Date	Time	Signature Name	Comments
PAID	03/07/2019	12:02PMEST	One, EAI User	EAI Document Status Update WS
OFFSETTING OBLIGATED	03/05/2019	12:02PMEST	One, EAI User	EAI Document Status Update WS
PENDING	03/05/2019	12:02PMEST	One, EAI User	EAI Voucher Submitted
PENDING	03/04/2019	9:59AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	03/04/2019	9:58AMEST	FITZPATRICK, SAMUEL C	
AUTHORIZED	02/28/2019	2:53PMEST	SHAW, ELIZABETH A	
ADJUSTED	02/28/2019	1:42PMEST	SPEIGHT, SADIE F	
REVIEWED	02/28/2019	1:05PMEST	SPEIGHT, SADIE F	
T-ENTERED	02/28/2019	3:30AMEST	MIDDLETON, MONICA Annette	
CREATED	02/26/2019	8:25AMEST	ATKINSON, EMILY E	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name	<hr/>	Approver Name	<hr/>
Traveler/Preparer Signature	<hr/>	Approver Signature	<hr/>
Date	<hr/>	Date	<hr/>

VCH267588 (TAA08D0B)



Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	P4 - Conference
Document Type	Vch	Travel Dates	07/06/2020 - 07/08/2020
Type Code	TEMPORARY DUTY	Trip Name	Senior Leadership Retreat
Organization	EPAAO11IO	Currency	USD
Total Cost	470.20		
Current Status	PAID	Per Diem Locations	LURAY, VA
Next Status		Document Details	Traveler will be attending EPA' Senior Leadership Retreat.

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAAO11IO
TrID	(b) (6)	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.MANDY@EPA.GOV

Trip Details

Document Information

Purpose Traveler will be attending EPA' Senior Leadership Retreat.

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
07/06/20	07/08/20	LURAY, VA	P4 - Conference	96.00 / 55.00

Document Totals

Total Expenses	470.20	Advance Requested	0.00
Reimbursable Expenses	470.20	Net to Traveler	172.65
Non-Reimbursable Expenses	0.00	Net to Government	0.00
		Pay to Charge Card	297.55

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Lodging-PerDiem	188.00	0.00
M&IE-PerDiem	137.50	0.00
Mileage	129.95	0.00
Transaction Fees	14.75	0.00
Total Expenses	470.20	0.00

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
07/06/2020	Lodging/Hotel Charge	Lodging-PerDiem	94.00	INDIVIDUALLY BILLED ACCT	Yes
07/06/2020	M&IE	M&IE-PerDiem	41.25	PERSONAL	Yes

Date	Description	Category	Cost	Pay Method	Per Diem
07/06/2020	Mileage - Privately Owned Automobile	Mileage	129.95	PERSONAL	
07/07/2020	Lodging/Hotel Charge	Lodging-PerDiem	94.00	INDIVIDUALLY BILLED ACCT	Yes
07/07/2020	M&IE	M&IE-PerDiem	55.00	PERSONAL	Yes
07/08/2020	M&IE	M&IE-PerDiem	41.25	PERSONAL	Yes
07/24/2020	TDY Voucher Fee	Transaction Fees	14.75	Individually Billed Acct	
Total Non-Per Diem Expenses					144.70
Total Per Diem Expenses					325.50

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
07/06/2020	96.00/ 55.00	94.00	94.00	41.25	41.25				
07/07/2020	96.00/ 55.00	94.00	94.00	55.00	55.00				
07/08/2020	96.00/ 55.00	0.00	0.00	41.25	41.25				
Total Per Diem Allowances									325.50

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAAO11IO	20 OA IO ACCOUNT	A0T.20202021.B.QA.000ME8.MN11100.	INDIVIDUALLY BILLED ACCT	202.75
EPAAO11IO	20 OA IO ACCOUNT	A0T.20202021.B.QA.000ME8.MN11100.	PERSONAL	267.45

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAAO11IO	20 OA IO ACCOUNT	A0T.20202021.B.QA.000ME8.MN11100.	470.20

Totals by Payment Method

Payment Method	Amount
INDIVIDUALLY BILLED ACCT	202.75
PERSONAL	267.45

Document History - 03/22/2023 Vch: VCH267588

Status	Date	Time	Signature Name	Comments
PAID	07/31/2020	3:58AMEST	One, EAI User	EAI Document Status Update WS
PENDING	07/30/2020	1:58PMEST	One, EAI User	EAI Voucher Submitted
OFFSETTING OBLIGATED	07/30/2020	1:58PMEST	One, EAI User	EAI Document Status Update WS
PENDING	07/30/2020	10:12AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	07/30/2020	10:12AMEST	RUEHL, JASON Drew	
AUTHORIZED	07/29/2020	2:06PMEST	CARPENTER, WESLEY John	
SIGNED	07/29/2020	11:44AMEST	GUNASEKARA, AMANDA M	

Status	Date	Time	Signature Name	Comments
CREATED	07/24/2020	10:36AMEST	WILLIS, SHARNETT	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name	<hr/>	Approver Name	<hr/>
Traveler/Preparer Signature	<hr/>	Approver Signature	<hr/>
Date	<hr/>	Date	<hr/>

©Copyright 1989-2023 ConcurGov: SAP Concur

VCH267839 (TAA08DCY)



Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	P4 - Conference
Document Type	Vch	Travel Dates	07/24/2020 - 07/29/2020
Type Code	TEMPORARY DUTY	Trip Name	Trip from Washington to Meridian
Organization	EPAAO11IO	Currency	USD
Total Cost	720.40	Per Diem Locations	MERIDIAN, MS
Current Status	PAID	Document Details	Traveler will be meeting with Mississippi small refinery stakeholders; local army corps and meeting with stakeholders impacted by the Yazoo Pumps project. Traveler will be on personal time 7/25-26/2020 and will be staying with friends and will not need lodging.
Next Status			

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAAO11IO
TrID	(b) (6)	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.MANDY@EPA.GOV

Trip Details

Document Information

Purpose Traveler will be meeting with Mississippi small refinery stakeholders; local army corps and meeting with stakeholders impacted by the Yazoo Pumps project. Traveler will be on personal time 7/25-26/2020 and will be staying with friends and will not need lodging.

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
07/24/20	07/29/20	MERIDIAN, MS	P4 - Conference	96.00 / 55.00

Document Totals

Total Expenses	720.40	Advance Requested	0.00
Reimbursable Expenses	720.40	Net to Traveler	192.50
Non-Reimbursable Expenses	0.00	Net to Government	0.00
		Pay to Charge Card	527.90

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	513.15	0.00
M&IE-PerDiem	192.50	0.00
Transaction Fees	14.75	0.00
Total Expenses	720.40	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	nited	(b) (6)		477.20
COMM-CARR	nited			0.00
COMM-CARR	nited			0.00
COMM-CARR	nited			0.00

Trip Itinerary

From	DCA-Washington, DC (USA) (National Apt)	To	IAH-Houston, TX (USA) (Bush Intercontine
Air			
Friday July 24, 2020			
	DCA-Washington, DC (USA) to IAH-Houston, TX (USA) (B		
Jul 24	United 246 Houston, TX (USA) (Bush Intercontinental 07/24/2020 6:44PM Confirmation Number		Duration Unknown Nonstop Houston, TX (USA) (Bush Intercontinental 07/24/2020 6:44PM
	Flight Information Distance 1206 miles No Seat Assigned		Emissions 470.3 lbs of CO2 Cost 477.20 USD
	IAH-Houston, TX (USA) (B to MEI-Meridian, MS (USA)		
Jul 24	United 5094 Meridian, MS (USA) 07/24/2020 9:50PM Confirmation Number		Duration Unknown Nonstop Meridian, MS (USA) 07/24/2020 9:50PM
	Flight Information Distance 422 miles No Seat Assigned		Emissions 164.6 lbs of CO2
Wednesday July 29, 2020			
	MEI-Meridian, MS (USA) to IAH-Houston, TX (USA) (B		
Jul 29	United 5110 Houston, TX (USA) (Bush Intercontinental 07/29/2020 8:35AM Confirmation Number		Duration Unknown Nonstop Houston, TX (USA) (Bush Intercontinental 07/29/2020 8:35AM
	Flight Information Distance 422 miles No Seat Assigned		Emissions 164.6 lbs of CO2
	IAH-Houston, TX (USA) (B to DCA-Washington, DC (USA)		
Jul 29	United 5433 Washington, DC (USA) (National Apt) 07/29/2020 1:42PM Confirmation Number		Duration Unknown Nonstop Washington, DC (USA) (National Apt) 07/29/2020 1:42PM
	Flight Information Distance 1206 miles No Seat Assigned		Emissions 470.3 lbs of CO2

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
07/21/2020	Travel Fee	Com. Carrier	35.95	Individually Billed Acct	
<i>Comment: LB ATRS Domestic w-Air-Rail</i>					
07/24/2020	Commercial Airfare	Com. Carrier	477.20	Individually Billed Acct	
07/24/2020	Lodging/Hotel Charge	Lodging-PerDiem	0.00	INDIVIDUALLY BILLED ACCT	Yes
07/24/2020	M&IE	M&IE-PerDiem	41.25	PERSONAL	Yes
07/25/2020	Lodging/Hotel Charge	Lodging-PerDiem	0.00	INDIVIDUALLY BILLED ACCT	Yes
07/25/2020	M&IE	M&IE-PerDiem	0.00	PERSONAL	Yes
07/26/2020	Lodging/Hotel Charge	Lodging-PerDiem	0.00	INDIVIDUALLY BILLED ACCT	Yes

Date	Description	Category	Cost	Pay Method	Per Diem
07/26/2020	M&IE	M&IE-PerDiem	0.00	PERSONAL	Yes
07/27/2020	Lodging/Hotel Charge	Lodging-PerDiem	0.00	INDIVIDUALLY BILLED ACCT	Yes
07/27/2020	M&IE	M&IE-PerDiem	55.00	PERSONAL	Yes
07/28/2020	Lodging/Hotel Charge	Lodging-PerDiem	0.00	INDIVIDUALLY BILLED ACCT	Yes
07/28/2020	M&IE	M&IE-PerDiem	55.00	PERSONAL	Yes
07/29/2020	M&IE	M&IE-PerDiem	41.25	PERSONAL	Yes
08/12/2020	TDY Voucher Fee	Transaction Fees	14.75	Individually Billed Acct	
					Total Non-Per Diem Expenses 527.90
					Total Per Diem Expenses 192.50

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
07/24/2020	96.00/ 55.00	0.00	0.00	41.25	41.25				
07/25/2020	96.00/ 55.00	0.00	0.00	0.00	0.00				
07/26/2020	96.00/ 55.00	0.00	0.00	0.00	0.00				
07/27/2020	96.00/ 55.00	0.00	0.00	55.00	55.00				
07/28/2020	96.00/ 55.00	0.00	0.00	55.00	55.00				
07/29/2020	96.00/ 55.00	0.00	0.00	41.25	41.25				
									Total Per Diem Allowances 192.50

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAAO11IO	20 OA IO ACCOUNT	A0T.20202021.B.QA.000ME8.MN111100.	Individually Billed Acct	527.90
EPAAO11IO	20 OA IO ACCOUNT	A0T.20202021.B.QA.000ME8.MN111100.	PERSONAL	192.50

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAAO11IO	20 OA IO ACCOUNT	A0T.20202021.B.QA.000ME8.MN111100.	720.40

Totals by Payment Method

Payment Method	Amount
Individually Billed Acct	527.90
PERSONAL	192.50

Document History - 03/22/2023 Vch: VCH267839

Status	Date	Time	Signature Name	Comments
PAID	09/16/2020	8:01AMEST	One, EAI User	EAI Document Status Update WS
PENDING	09/15/2020	10:01AMEST	One, EAI User	EAI Voucher Submitted

Status	Date	Time	Signature Name	Comments
OFFSETTING OBLIGATED	09/15/2020	10:01AMEST	One, EAI User	EAI Document Status Update WS
PENDING	09/15/2020	6:23AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	09/15/2020	6:23AMEST	TURNER, STEVEN K	
AUTHORIZED	09/14/2020	8:50AMEST	GRANTHAM, NANCY A	
SIGNED	09/14/2020	7:58AMEST	GUNASEKARA, AMANDA M	
PREPARED	08/13/2020	1:45PMEST	WILLIS, SHARNETT	
CREATED	08/12/2020	1:08PMEST	WILLIS, SHARNETT	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer

Name _____ Approver Name _____

Traveler/Preparer

Signature _____ Approver

Signature _____

Date

Date

VCH269580 (TAA08FYM)



Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	P4 - Conference
Document Type	Vch	Travel Dates	10/19/2020 - 10/22/2020
Type Code	TEMPORARY DUTY	Trip Name	Trip from Washington to Tampa
Organization	EPAAO11IO	Currency	USD
Total Cost	1,351.56	Per Diem Locations	ORLANDO, FL
Current Status	PAID	Document Details	Traveler will be accompanying the Administrator and providing support with an environmental strategy/food waste tour in Orlando; A phosphate mine tour which includes visits/educational briefings on wetlands and species reclamation as well as a gypstack in Bowling Green and a tour/related briefings for restored wetlands at a former phosphate mine in Bowling Green.
Next Status			

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAAO11IO
TrID	(b) (6)	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.MANDY@EPA.GOV

Trip Details

Document Information

Purpose Traveler will be accompanying the Administrator and providing support with an environmental strategy/food waste tour in Orlando; A phosphate mine tour which includes visits/educational briefings on wetlands and species reclamation as well as a gypstack in Bowling Green and a tour/related briefings for restored wetlands at a former phosphate mine in Bowling Green.

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
10/19/20	10/21/20	ORLANDO, FL	P4 - Conference	129.00 / 66.00

Document Totals

Total Expenses	1,351.56	Advance Requested	0.00
Reimbursable Expenses	1,351.56	Net to Traveler	151.04
Non-Reimbursable Expenses	0.00	Net to Government	0.00
		Pay to Charge Card	1,200.52

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	338.60	0.00
Hotel Tax	121.28	0.00
Lodging-PerDiem	434.00	0.00
M&IE-PerDiem	231.00	0.00
Misc Expense	212.18	0.00
Transaction Fees	14.50	0.00
Total Expenses	1,351.56	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	American Airlines	(b) (6)		259.70
COMM-CARR	American Airlines			0.00
COMM-CARR	Southwest			0.00
COMM-CARR	Southwest			0.00
COMM-CARR	American Airlines			90.10
COMM-CARR	American Airlines			0.00
COMM-CARR	Southwest			0.00
COMM-CARR	Southwest			0.00
LODGE	Westin		Lake Buena Vista,FL	338.00

Trip Itinerary

From DCA-Washington, DC (USA) (National Apt)

To CLT-Charlotte, NC (USA)

Air

Monday October 19, 2020

DCA-Washington, DC (USA) to CLT-Charlotte, NC (USA)

Oct 19 American Airlines 443

Charlotte, NC (USA) 10/19/2020 7:23PM

Confirmation Number

Duration Unknown Nonstop

Charlotte, NC (USA) 10/19/2020 7:23PM

Flight Information

Distance 331 miles

No Seat Assigned

Emissions 129.1 lbs of CO2

Cost 90.10 USD

CLT-Charlotte, NC (USA) to MCO-Orlando, FL (USA) (I)

Oct 19 American Airlines 1879

Orlando, FL (USA) (IntL. Apt) 10/19/2020 9:59PM

Confirmation Number

Duration Unknown Nonstop

Orlando, FL (USA) (IntL. Apt) 10/19/2020 9:59PM

Flight Information

Distance 469 miles

No Seat Assigned

Emissions 182.9 lbs of CO2

Thursday October 22, 2020

TPA-Tampa, FL (USA) (Int to ATL-Atlanta, GA (USA) (H

Oct 22 Southwest 2536

Atlanta, GA (USA) (Hartsfield IntL. Apt) 10/22/2020

10:45AM

Confirmation Number

Duration Unknown Nonstop

Atlanta, GA (USA) (Hartsfield IntL. Apt) 10/22/2020

10:45AM

Flight Information

Distance 407 miles

No Seat Assigned

Emissions 158.7 lbs of CO2

ATL-Atlanta, GA (USA) (H to DCA-Washington, DC (USA)

Oct 22 Southwest 2038

Washington, DC (USA) (National Apt) 10/22/2020

1:10PM

Confirmation Number

Duration Unknown Nonstop

Washington, DC (USA) (National Apt) 10/22/2020

1:10PM

Flight Information

Distance 546 miles

No Seat Assigned

Emissions 212.9 lbs of CO2

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
10/14/2020	Travel Fee	Com. Carrier	39.45	INDIVIDUALLY BILLED ACCT	
<i>Comment: LB ATRS Domestic w-Air-Rail</i>					
10/16/2020	Travel Fee	Com. Carrier	39.45	Individually Billed Acct	
<i>Comment: LB ATRS Domestic w-Air-Rail</i>					
10/19/2020	Commercial Airfare	Com. Carrier	259.70	INDIVIDUALLY BILLED ACCT	
10/19/2020	Lodging/Hotel Taxes	Hotel Tax	54.88	INDIVIDUALLY BILLED ACCT	
10/19/2020	Lodging/Hotel Charge	Lodging-PerDiem	169.00	INDIVIDUALLY BILLED ACCT	Yes
<i>Comment: Conf Num(b) (6) Cmt: 190.13 USD CXL FEE PER ROOM CANCELLATION PERMITTED UP TO 5DAYS BEFORE ARRIVAL</i>					
10/19/2020	M&IE	M&IE-PerDiem	49.50	PERSONAL	Yes
10/20/2020	Lodging/Hotel Taxes	Hotel Tax	54.88	INDIVIDUALLY BILLED ACCT	
10/20/2020	Lodging/Hotel Charge	Lodging-PerDiem	169.00	INDIVIDUALLY BILLED ACCT	Yes
<i>Comment: Conf Num(b) (6) Cmt: 190.13 USD CXL FEE PER ROOM CANCELLATION PERMITTED UP TO 5DAYS BEFORE ARRIVAL</i>					
10/20/2020	M&IE	M&IE-PerDiem	66.00	PERSONAL	Yes
10/21/2020	Lodging/Hotel Taxes	Hotel Tax	11.52	INDIVIDUALLY BILLED ACCT	
10/21/2020	Lodging/Hotel Charge	Lodging-PerDiem	96.00	INDIVIDUALLY BILLED ACCT	Yes
10/21/2020	M&IE	M&IE-PerDiem	66.00	PERSONAL	Yes
10/21/2020	Parking Expense	Misc Expense	26.00	PERSONAL	

Date	Description	Category	Cost	Pay Method	Per Diem
10/22/2020	M&IE	M&IE-PerDiem	49.50	PERSONAL	Yes
10/22/2020	Taxi Fare	Misc Expense	186.18	INDIVIDUALLY BILLED ACCT	
10/29/2020	TDY Voucher Fee	Transaction Fees	14.50	Individually Billed Acct	
					Total Non-Per Diem Expenses 686.56
					Total Per Diem Expenses 665.00

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
10/19/2020	129.00/ 66.00	169.00	169.00	49.50	49.50				
10/20/2020	129.00/ 66.00	169.00	169.00	66.00	66.00				
10/21/2020	129.00/ 66.00	96.00	96.00	66.00	66.00				
10/22/2020	129.00/ 66.00	0.00	0.00	49.50	49.50				
Total Per Diem Allowances									665.00

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAAO11IO	21 OA IO ACCOUNT	A1T.20212022.B.QA.000ME8.MN111100.	INDIVIDUALLY BILLED ACCT	1,094.56
EPAAO11IO	21 OA IO ACCOUNT	A1T.20212022.B.QA.000ME8.MN111100.	PERSONAL	257.00

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAAO11IO	21 OA IO ACCOUNT	A1T.20212022.B.QA.000ME8.MN111100.	1,351.56

Totals by Payment Method

Payment Method	Amount
INDIVIDUALLY BILLED ACCT	1,094.56
PERSONAL	257.00

Document History - 03/22/2023 Vch: VCH269580

Status	Date	Time	Signature Name	Comments
PAID	11/17/2020	5:00AMEST	One, EAI User	EAI Document Status Update WS
PENDING	11/16/2020	3:00PMEST	One, EAI User	EAI Voucher Submitted
OFFSETTING OBLIGATED	11/16/2020	3:00PMEST	One, EAI User	EAI Document Status Update WS
PENDING	11/16/2020	11:09AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	11/16/2020	11:09AMEST	POWERS, JEANNA M	
AUTHORIZED	11/13/2020	8:22AMEST	CARPENTER, WESLEY John	
SIGNED	11/12/2020	12:49PMEST	GUNASEKARA, AMANDA M	
PREPARED	11/05/2020	7:40AMEST	WILLIS, SHARNETT	

Status	Date	Time	Signature Name	Comments
CREATED	10/29/2020	1:13PMEST	WILLIS, SHARNETT	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name	<hr/>	Approver Name	<hr/>
Traveler/Preparer Signature	<hr/>	Approver Signature	<hr/>
Date	<hr/>	Date	<hr/>

©Copyright 1989-2023 ConcurGov: SAP Concur

VCH270544 (TAA08HGW)



Primary Traveler	AMANDA GUNASEKARA (ID (b) (6))	Purpose	P4 - Conference
Document Type	Vch	Travel Dates	01/08/2021 - 01/11/2021
Type Code	TEMPORARY DUTY	Trip Name	Trip from Washington to Jackson
Organization	EPAAO11IO	Currency	USD
Total Cost	1,048.49		
Current Status	PAID	Per Diem Locations	JACKSON, MS
Next Status		Document Details	Traveler will be accompanying the Administrator In Mississippi. The Administrator is going to meet with local government officials and tour EPA related sites. Traveler will not need lodging the night of the 8th.

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAAO11IO
TrID	(b) (6)	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.MANDY@EPA.GOV

Trip Details

Document Information

Purpose Traveler will be accompanying the Administrator In Mississippi. The Administrator is going to meet with local government officials and tour EPA related sites. Traveler will not need lodging the night of the 8th.

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
01/08/21	01/11/21	JACKSON, MS	P4 - Conference	96.00 / 55.00

Document Totals

Total Expenses	1,048.49	Advance Requested	0.00
Reimbursable Expenses	1,048.49	Net to Traveler	201.47
Non-Reimbursable Expenses	0.00	Net to Government	0.00

Pay to Charge Card 847.02

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	499.35	0.00
Hotel Tax	26.14	0.00
Lodging-PerDiem	192.00	0.00
M&IE-PerDiem	192.50	0.00
Misc Expense	124.00	0.00
Transaction Fees	14.50	0.00
Total Expenses	1,048.49	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	American Airlines	(b) (6)		459.90
COMM-CARR	American Airlines			0.00
COMM-CARR	Delta			0.00
COMM-CARR	Delta			0.00
LODGE	Westin		Jackson,MS	192.00

Trip Itinerary

From DCA-Washington, DC (USA) (National Apt)

To CLT-Charlotte, NC (USA)

Air

Friday January 08, 2021

DCA-Washington, DC (USA) to CLT-Charlotte, NC (USA)

Jan 08 American Airlines 852

Charlotte, NC (USA) 01/08/2021 3:23PM

Confirmation Number

Duration Unknown Nonstop

Charlotte, NC (USA) 01/08/2021 3:23PM

Flight Information

Distance 331 miles

No Seat Assigned

Emissions 129.1 lbs of CO2

Cost 459.90 USD

CLT-Charlotte, NC (USA) to JAN-Jackson, MS (USA) (J)

Jan 08 American Airlines 5523

Jackson, MS (USA) (Jackson IntL. Apt) 01/08/2021

5:55PM

Confirmation Number

Duration Unknown Nonstop

Jackson, MS (USA) (Jackson IntL. Apt) 01/08/2021

5:55PM

Flight Information

Distance 561 miles

No Seat Assigned

Emissions 218.8 lbs of CO2

Hotel

Saturday January 09, 2021

Westin

407 South Congress Street Jackson MS 39201 601-968-8200

Jan 09 Checking in 01/09/2021

Checking out 01/11/2021

Total Rate 192.00 USD

Air

Monday January 11, 2021

JAN-Jackson, MS (USA) (J to ATL-Atlanta, GA (USA) (H

Jan 11 Delta 4767

Atlanta, GA (USA) (Hartsfield IntL. Apt) 01/11/2021

5:05PM

Confirmation Number

Duration 1 Hour 13 Minutes Nonstop

Atlanta, GA (USA) (Hartsfield IntL. Apt) 01/11/2021

5:05PM

Flight Information

Distance 340 miles

No Seat Assigned

Emissions 132.6 lbs of CO2

ATL-Atlanta, GA (USA) (H to DCA-Washington, DC (USA)

Jan 11 Delta 463

Washington, DC (USA) (National Apt) 01/11/2021

8:04PM

Confirmation Number

Duration 1 Hour 39 Minutes Nonstop

Washington, DC (USA) (National Apt) 01/11/2021

8:04PM

Flight Information

Distance 546 miles

No Seat Assigned

Emissions 212.9 lbs of CO2

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
01/05/2021	Travel Fee	Com. Carrier	39.45	Individually Billed Acct	
<i>Comment: LB ATRS Domestic w-Air-Rail</i>					
01/08/2021	Commercial Airfare	Com. Carrier	459.90	Individually Billed Acct	
01/08/2021	Lodging/Hotel Charge	Lodging-PerDiem	0.00	INDIVIDUALLY BILLED ACCT	Yes
01/08/2021	M&IE	M&IE-PerDiem	41.25	PERSONAL	Yes
01/09/2021	Lodging/Hotel Taxes	Hotel Tax	13.07	INDIVIDUALLY BILLED ACCT	
01/09/2021	Lodging/Hotel Charge	Lodging-PerDiem	96.00	INDIVIDUALLY BILLED ACCT	Yes
<i>Comment: Conf Num(b) (6)</i>		Cmt:			
01/09/2021	M&IE	M&IE-PerDiem	55.00	PERSONAL	Yes
01/09/2021	Parking Expense	Misc Expense	44.00	INDIVIDUALLY BILLED ACCT	
01/10/2021	Lodging/Hotel Taxes	Hotel Tax	13.07	INDIVIDUALLY BILLED ACCT	

Date	Description	Category	Cost	Pay Method	Per Diem
01/10/2021	Lodging/Hotel Charge	Lodging-PerDiem	96.00	INDIVIDUALLY BILLED ACCT	Yes
	Comment: Conf Num: (b) (6)	Cmt:			
01/10/2021	M&IE	M&IE-PerDiem	55.00	PERSONAL	Yes
01/11/2021	M&IE	M&IE-PerDiem	41.25	PERSONAL	Yes
01/11/2021	Parking Expense	Misc Expense	80.00	PERSONAL	
01/13/2021	TDY Voucher Fee	Transaction Fees	14.50	Individually Billed Acct	
					Total Non-Per Diem Expenses 663.99
					Total Per Diem Expenses 384.50

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
01/08/2021	96.00/ 55.00	0.00	0.00	41.25	41.25				
01/09/2021	96.00/ 55.00	96.00	96.00	55.00	55.00				
01/10/2021	96.00/ 55.00	96.00	96.00	55.00	55.00				
01/11/2021	96.00/ 55.00	0.00	0.00	41.25	41.25				
Total Per Diem Allowances									384.50

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAAO11IO	21 OA IO ACCOUNT	A1T.20212022.B.QA.000ME8.MN111100.	Individually Billed Acct	775.99
EPAAO11IO	21 OA IO ACCOUNT	A1T.20212022.B.QA.000ME8.MN111100.	PERSONAL	272.50

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAAO11IO	21 OA IO ACCOUNT	A1T.20212022.B.QA.000ME8.MN111100.	1,048.49

Totals by Payment Method

Payment Method	Amount
Individually Billed Acct	775.99
PERSONAL	272.50

Document History - 03/22/2023 Vch: VCH270544

Status	Date	Time	Signature Name	Comments
PAID	01/19/2021	12:02PMEST	One, EAI User	EAI Document Status Update WS
OFFSETTING OBLIGATED	01/19/2021	8:02AMEST	One, EAI User	EAI Document Status Update WS
PENDING	01/19/2021	8:02AMEST	One, EAI User	EAI Voucher Submitted
PENDING	01/19/2021	4:34AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	01/19/2021	4:34AMEST	COX, ANGELA D	Added parking receipt

Status	Date	Time	Signature Name	Comments
ADJUSTED	01/19/2021	4:33AMEST	COX, ANGELA D	
AUTHORIZED	01/17/2021	10:10AMEST	CARPENTER, WESLEY John	
SIGNED	01/15/2021	1:49PMEST	GUNASEKARA, AMANDA M	
PREPARED	01/15/2021	11:19AMEST	WILLIS, SHARNETT	
CREATED	01/13/2021	12:56PMEST	WILLIS, SHARNETT	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name	<hr/>	Approver Name	<hr/>
Traveler/Preparer Signature	<hr/>	Approver Signature	<hr/>
Date	<hr/>	Date	<hr/>

Primary Traveler	AMANDA GUNASEKARA (ID 02335373)	Purpose	P4 - Conference
Document Type	Vch	Travel Dates	09/01/2020 - 09/04/2020
Type Code	TEMPORARY DUTY	Trip Name	Trip from Washington to San Diego
Organization	EPAAO11IO	Currency	USD
Total Cost	1,343.34		
Current Status	PAID	Per Diem Locations	SAN DIEGO, CA / ORANGE COUNTY, CA
Next Status		Document Details	Traveler will be traveling with the Administrator to announce environmental clean-up grants in southern California, particularly focusing on addressing the Tijuana Sewer issues. Because this is a border issue, we will make the announcement alongside our federal partners from Customs and Border Protection. I will also travel with him to Orange County for a water infrastructure announcement and for his Nixon Library speech that will lay out his vision for EPA over the next 50 years.

Traveler Profile

Name	GUNASEKARA, AMANDA M	Organization	EPAAO11IO
TrID	02335373	Duty Station	
Office Address	,	Card	CARDHOLDER EXEMPT
Office Phone	2025642314	EMAIL	GUNASEKARA.MANDY@EPA.GOV

Trip Details

Document Information

Purpose Traveler will be traveling with the Administrator to announce environmental clean-up grants in southern California, particularly focusing on addressing the Tijuana Sewer issues. Because this is a border issue, we will make the announcement alongside our federal partners from Customs and Border Protection. I will also travel with him to Orange County for a water infrastructure announcement and for his Nixon Library speech that will lay out his vision for EPA over the next 50 years.

Itinerary Locations

From	To	Itinerary Location	Purpose	Per Diem Rates
09/01/20	09/02/20	SAN DIEGO, CA	P4 - Conference	173.00 / 71.00
09/02/20	09/04/20	ORANGE COUNTY, CA	P4 - Conference	181.00 / 66.00

Document Totals

Total Expenses	1,343.34	Advance Requested	0.00
Reimbursable Expenses	1,343.34	Net to Traveler	240.75
Non-Reimbursable Expenses	0.00	Net to Government	0.00

Pay to Charge Card 1,102.59

Document Totals by Expense Category

Expense Category	Cost	Advance Amount
Com. Carrier	499.72	0.00
Hotel Tax	64.82	0.00
Lodging-PerDiem	503.55	0.00
M&IE-PerDiem	234.75	0.00
Misc Expense	26.00	0.00
Transaction Fees	14.50	0.00
Total Expenses	1,343.34	0.00

Reservations Summary

Reservation Type	Vendor	Ticket#	Location	Cost
COMM-CARR	United	1006331408		463.77
COMM-CARR	United	1006331408		0.00
COMM-CARR	United	1006331408		0.00
LODGE	Courtyard	1006331408	San Diego,CA	141.55
LODGE	Marriott	1006331408	Newport Beach,CA	362.00

Trip Itinerary

From IAD-Washington, DC (USA) (Dulles Apt) **To** SAN-San Diego, CA (USA) (IntL. Apt)

Air

Tuesday September 01, 2020

IAD-Washington, DC (USA) to SAN-San Diego, CA (USA)

Sep 01 United 2303

San Diego, CA (USA) (IntL. Apt) 09/01/2020 7:57PM

Confirmation Number

Duration Unknown Nonstop

San Diego, CA (USA) (IntL. Apt) 09/01/2020 7:57PM

Flight Information

Distance 2247 miles

No Seat Assigned

Emissions 876.3 lbs of CO2

Cost 463.77 USD

Hotel

Courtyard

530 Broadway San Diego CA 92101 619-446-3000

Sep 01 Checking in 09/01/2020

Checking out 09/02/2020

Total Rate 141.55 USD

Wednesday September 02, 2020

Marriott

500 Bayview Circle Newport Beach CA 92660 949-854-4500

Sep 02 Checking in 09/02/2020

Checking out 09/04/2020

Total Rate 362.00 USD

Air

Friday September 04, 2020

SNA-Orange County, CA (U to IAH-Houston, TX (USA) (B

Sep 04 United 398

Houston, TX (USA) (Bush Intercontinental 09/04/2020

1:15PM

Confirmation Number

Duration Unknown Nonstop

Houston, TX (USA) (Bush Intercontinental 09/04/2020

1:15PM

Flight Information

Distance 1343 miles

No Seat Assigned

Emissions 523.8 lbs of CO2

IAH-Houston, TX (USA) (B to DCA-Washington, DC (USA)

Sep 04 United 6092

Washington, DC (USA) (National Apt) 09/04/2020

6:34PM

Confirmation Number

Duration Unknown Nonstop

Washington, DC (USA) (National Apt) 09/04/2020

6:34PM

Flight Information

Distance 1206 miles

No Seat Assigned

Emissions 470.3 lbs of CO2

Expenses

Date	Description	Category	Cost	Pay Method	Per Diem
08/28/2020	Travel Fee	Com. Carrier	35.95	Individually Billed Acct	
<i>Comment: LB ATRS Domestic w-Air-Rail</i>					
09/01/2020	Commercial Airfare	Com. Carrier	463.77	Individually Billed Acct	
<i>Comment: Conf Num: 97524305 Cmt:</i>					
09/01/2020	Lodging/Hotel Taxes	Hotel Tax	16.78	INDIVIDUALLY BILLED ACCT	
09/01/2020	Lodging/Hotel Charge	Lodging-PerDiem	141.55	INDIVIDUALLY BILLED ACCT	Yes
<i>Comment: Conf Num: 97638655 Cmt:</i>					
09/01/2020	M&IE	M&IE-PerDiem	53.25	PERSONAL	Yes
09/02/2020	Lodging/Hotel Taxes	Hotel Tax	24.02	INDIVIDUALLY BILLED ACCT	
09/02/2020	Lodging/Hotel Charge	Lodging-PerDiem	181.00	INDIVIDUALLY BILLED ACCT	Yes
<i>Comment: Conf Num: 97638655 Cmt:</i>					
09/02/2020	M&IE	M&IE-PerDiem	66.00	PERSONAL	Yes
09/03/2020	Lodging/Hotel Taxes	Hotel Tax	24.02	INDIVIDUALLY BILLED ACCT	
09/03/2020	Lodging/Hotel Charge	Lodging-PerDiem	181.00	INDIVIDUALLY BILLED ACCT	Yes
<i>Comment: Conf Num: 97638655 Cmt:</i>					

Date	Description	Category	Cost	Pay Method	Per Diem
09/03/2020	M&IE	M&IE-PerDiem	66.00	PERSONAL	Yes
09/04/2020	M&IE	M&IE-PerDiem	49.50	PERSONAL	Yes
09/04/2020	TNC (Uber,Lyft, etc)	Misc Expense	26.00	PERSONAL	
09/17/2020	TDY Voucher Fee	Transaction Fees	14.50	Individually Billed Acct	
					Total Non-Per Diem Expenses 605.04
					Total Per Diem Expenses 738.30

Per Diem Allowances

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B	L	D	Conf%
09/01/2020	173.00/ 71.00	141.55	141.55	53.25	53.25				
09/02/2020	181.00/ 66.00	181.00	181.00	66.00	66.00				
09/03/2020	181.00/ 66.00	181.00	181.00	66.00	66.00				
09/04/2020	181.00/ 66.00	0.00	0.00	49.50	49.50				
									Total Per Diem Allowances 738.30

Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAAO11IO	20 OA IO ACCOUNT	A0T.20202021.B.QA.000ME8.MN11100.	Individually Billed Acct	1,082.59
EPAAO11IO	20 OA IO ACCOUNT	A0T.20202021.B.QA.000ME8.MN11100.	PERSONAL	260.75

Totals by Accounting Label

Organization	Label	Accounting String	Amount
EPAAO11IO	20 OA IO ACCOUNT	A0T.20202021.B.QA.000ME8.MN11100.	1,343.34

Totals by Payment Method

Payment Method	Amount
Individually Billed Acct	1,082.59
PERSONAL	260.75

Document History - 03/22/2023 Vch: VCH268503

Status	Date	Time	Signature Name	Comments
PAID	09/25/2020	3:01PMEST	One, EAI User	EAI Document Status Update WS
OFFSETTING OBLIGATED	09/25/2020	11:01AMEST	One, EAI User	EAI Document Status Update WS
PENDING	09/25/2020	11:01AMEST	One, EAI User	EAI Voucher Submitted
PENDING	09/25/2020	7:50AMEST	SYSUTILITY	EAI Obligation Submitted
VOUCHER APPROVED	09/25/2020	7:50AMEST	TURNER, STEVEN K	
AUTHORIZED	09/24/2020	3:20PMEST	CARPENTER, WESLEY John	
SIGNED	09/24/2020	11:52AMEST	GUNASEKARA, AMANDA M	

Status	Date	Time	Signature Name	Comments
PREPARED	09/23/2020	7:36AMEST	WILLIS, SHARNETT	
CREATED	09/17/2020	8:16AMEST	WILLIS, SHARNETT	

I certify that the electronic signatures listed above are valid and on file

SIGNED

DATE

Document Signatures

Traveler/Preparer Name	<hr/>	Approver Name	<hr/>
Traveler/Preparer Signature	<hr/>	Approver Signature	<hr/>
Date	<hr/>	Date	<hr/>

©Copyright 1989-2023 ConcurGov: SAP Concur